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STARWATCH DUAL PRO I™

Software User Manual

Table of Contents

STARWATCH DUAL PRO I™ MAIN FUNCTIONS.....	5
STARWATCH DUAL PRO I™ INSTALLATION ENVIRONMENT.....	8
OPERATING SYSTEM	8
MINIMUM CONFIGURATION	8
RECOMMENDED CONFIGURATION	8
PERFORMANCE CONFIGURATION	9
OTHER CONFIGURATION (NETWORK, MODEM).....	9
SYSTEM SPECIFICATION FOR TCP/IP LOOP	10
STARWATCH DUAL PRO I™ INSTALLATION	11
OPERATING SYSTEM	11
MICROSOFT OFFICE 97 PROGRAM	11
INSTALLATION.....	11
STARWATCH DUAL PRO I™ MAIN WINDOW	14
TITLE BAR AND MENU.....	15
TITLE BAR AND MENU	15
MENU STRUCTURE AND SHORT CUT KEY.....	15
SHORTCUT ICON	21
STATUS BAR.....	22
STANDARD ICON	22
PROGRAM FOLDER	23
DATABASE STRUCTURE	23
PROGRAM LOGIN	24
PROGRAM CONFIGURATION	25
AREA/FLOOR DEFINITION	25
LOOP DEFINITION	26
CONTROLLER DEFINITION.....	32
BIOMETRIC READER DEFINITION.....	34
DOOR/READER DEFINITION	42
SET UP	45
LOOP DEFINITION	45
CONTROLLER DEFINITION.....	51
BIOMETRIC READER DEFINITION.....	58
DOOR/READER DEFINITION	66
INPUT/OUTPUT DEFINITION.....	71
IN/OUTPUT TIME SCHEDULE & SIGNAL TYPE	74
GLOBAL ANTIPASSBACK	78
SYSTEM MANAGEMENT (SET DATE & TIME)	82
SYSTEM INITIALIZE.....	84
MASTERCARD MANAGEMENT.....	85
DIAL-UP CONNECTION	87

MAP DEFINITION.....	92
DATABASE.....	99
AREA/FLOOR DEFINITION	99
COMPANY DEFINITION	103
DEPARTMENT DEFINITION	106
TITLE DEFINITION	109
ACCESS TYPE DEFINITION.....	112
USER MANAGEMENT	115
DATABASE MANAGEMENT	119
OPTION	119
ACCESS CONTROL	124
HOLIDAY DEFINITION	124
TIME ZONE DEFINITION.....	129
TIMESCHEDULE DEFINITION.....	133
ACCESS GROUP DEFINITION	137
CARD HOLDER MANAGEMENT	142
DELETED CARD MANAGEMENT.....	154
VISITOR MANAGEMENT	156
VIEW	163
ACCESS DOOR STATUS/CONTROL	163
TRANSACTION STATUS.....	164
REPORT	167
CARD HOLDER LIST REPORT.....	167
DELETE CARD HOLDER REPORT	173
EVENT HISTORY REPORT	174
ALARM HISTORY REPORT.....	176
ACCESSIBLE DOOR LIST BY PERSON REPORT	177
ACCESSIBLE ID REPORT BY DOOR REPORT	179
VISITOR EVENT LIST.....	180
LAST ACCESS EVENT REPORT	182
TIME/ATTENDANCE.....	183
WORK TIME DEFINITION	183
WORK HOLIDAY DEFINITION	187
WORK TYPE DEFINITION	192
TIME / ATTENDANCE OPTION DEFINITION.....	195
DAILY DATA MANAGEMENT	201
MONTHLY DATA MANAGEMENT	206
YEARLY DATA MANAGEMENT	208
BREAK TIME MANAGEMENT.....	210
ATTENDANCE REPORT (INDIVIDUAL/DAILY).....	214
ATTENDANCE REPORT (MONTHLY/YEARLY)	219
BREAK TIME REPORT (DAILY)	223
BREAK TIME REPORT (MONTHLY/YEARLY).....	227
TCP/IP COMMUNICATION.....	231
IN USAGE WITH EXTERNAL TCP/IP CONVERTER	231
COMMUNICATION VIA RS232	232
COMMUNICATION VIA RS422	233
EXTERNAL CONVERTER CONFIGURATION PROGRAM.....	234

S/W CONFIGURATION	237
LOOP DEFINITION	237
CONTROLLER DEFINITION.....	242
SYSTEM REQUIREMENT	250
DIAL-UP COMMUNICATION LAYOUT.....	250
MODEM CONFIGURATION	251
HOST MODEM SETUP	251
REMOTE MODEM SETUP	251
SERIAL INTERFACE PIN DEFINITIONS	252
CABLE	252
HOST CABLE	253
REMOTE CABLE	253
S/W CONFIGURATION	254
LOOP DEFINITION	254
CONTROLLER DEFINITION.....	259
DIAL-UP CONNECTION	261
DUAL PRO™ PROGRAM'S DATABASE MAINTENANCE AND MANAGEMENT	265
DATABASE MANAGEMENT	265
USING ACCESS PROGRAM TO MANAGE DATABASE	271
USING MULTI LANGUAGE SETUP PROGRAM.....	273
SCREEN LAYOUT	273
SET LANGUAGE.....	275
SET MENU	275
SET FORM.....	277
SET MESSAGE	278
SET DROPDOWNLIST	279
SET ETC	280
ADDED FUNCTIONS	282
SYSTEM MANAGEMENT.....	282
CARDHOLDER MANAGEMENT	288

STARWATCH DUAL PRO I

Main Function

STARWATCH DUAL PRO I™ Introduction

This chapter explains STARWATCH DUAL PRO I™ main functions and installation environment.

STARWATCH DUAL PRO I™ Main Functions

This program connects the controller and PC via Serial and TCP/IP communication to send and receive data. It uses the data received to run its many functions.

The controller and program are mutually connected to provide access control for higher security. It also has a variety of applied additional functions to manage access control. The user's event data can be used as basis for time attendance reporting, as well as access control in corporate environments.

- Usable Device

Usable device : STAR 505R , STAR FINGER007 , STAR ICON100 , STAR SR505R , STAR FINGER007SR , STAR ICON100SR.

STARWATCH DUAL PRO I™ can control 6 different types of controllers. For that reason, Cardholder can use two different types of cards, 125 KHz type card and 13.56 MHz type card.

- Multi Port Support

This configuration can be applied from address 01 up to 99. Using Serial or TCP/IP communication, you can connect up to 99 communication loops. One port can connect up to 32 devices. However, if you go over the fixed number of devices in a communication loop, the PC resources may not support the setup. Use the port to gain the best possible communication management depending on the environment.

- Multi Language Support

Multi Language support has two main languages as default (Korean, English). Additionally, 5 other languages are supported through user's input. Using a separate multi language definition program, the user can change the English characters into their own language as default to use the s/w in their own language.

- Card Holder Management Function Combinations

Card Holder Management provide the customers the user's basic information (name, company, dept, etc.) in addition, access group and time attendance data can be entered and modified in one screen.

Also, registration and delete date can be scheduled for automatic deletion on selected date.

Specific user can be deleted through card holder management, and can be recovered later on by managing separately. The deleted user current status can be known.

- [Deleted User Managing Function](#)

The deleted user from card holder management is processed separately, and can be recovered to put into normal status, without any need to re-enter the user data. Also, deleted user's current status can be viewed as a report by making an inquiry.

- Visitor Management Function

Visitor management is processed by identifying the user as non regular card holder. Visitor's data contains company, name, and reason for visit, visitor, visiting dept. Access area and time can be controlled by access group.

Automatic delete function through specific date and time registered will erase card number. Also, visitor's current status can be seen as a report by making an inquiry.

- Map Function

Map can be setup using area and floor as basis to the corresponding floor. Door and sensors are shown as icons, and depending on user options, the time of day when an event occurs will be shown automatically on the map.

- TCP/IP and Serial Communication Simultaneous Support

Using multi port function, network and serial communication can be activated simultaneously. Set port 1 as serial and port 2 as network configuration to activate simultaneously using both ports.

- Alarm Event Acknowledgement

Using Alarm Event Acknowledgement, when an event occurs, the manager can input detail of information to acknowledge the alarm.

All alarm events must be acknowledged by the manager to have the alarm event cancelled. The acknowledged result is stored in database for later retrieval as a report.

- Alarm Event Type Color Indication

Using color to differentiate alarm event type gives easy monitoring in one screen. The alarm event acknowledged by the manager is shown in black.

- Various Access Control Reports

The program contains reports of card holder, deleted user, access status, alarm status, visitor status; user permitted per authorized door, individual permitted door, and final access area giving variety of access control reports.

- **Work Attendance and Various Related Reports**

Work attendance management function is included in basic form; therefore a separate program is not necessary.

Individual work hour and holiday setup is possible. You can configure expiration for date, month, and year to support report retrieval by making an inquiry for work hour data.

Using the work hour data, you can calculate work hour, tardiness, leave of absence, overtime, holiday/weekend overtime, number of days worked, number of days of tardiness, and number of days of leave absence.

User can modify the user data to reflect on expiration day, month, and year after the final worker ends the shift for the day.

All work hour data can be sent to Excel file or text file to be used in other applications such as ERP.

Reports support type by individual, day, month, month detail, yearly, and can be converted to look like HTML, PDF, and Excel format.

- **Various Export and Converting Function**

STARWATCH DUAL PRO I™ supports export and converting function through inquiry and report function.

The file is sent as text or Excel format. In this case, connecting the file to other applications (time attendance, wage, and ERP) can be efficient.

In converting function, the report is converted to Excel, HTML, and PDF in its original form. In this case, the file can be converted to be sent to the internet and email for data report transfer.

- **Various Options**

User can setup various options.

You can setup event type indication, and saved database existence. By setting up .wav file for each event type, you can have an alarm event sound.

Also, when an event occurs, email dispatch function can be used if email server is present at location. Email dispatch will be sent out to up to 3 people in matters to alarm event current status.

Map indication existence can be setup by event type.

- **Uniformed User Interface**

User interface is uniformed by, using an icon for each function with one select operation for overall ease of use without difficulty. Also, button key by menu type and function can be setup to operate function at once.

STARWATCH DUAL PRO I™ Installation Environment

Operating System

STARWATCH DUAL PRO I™ is a 32 bit Windows compatible S/W. It operates in Windows 2000 Professional, Server Edition and higher versions, along with Windows XP Home and Professional Edition.

The STARWATCH DUAL PRO I™ does not support Windows 95, ME, 98(SE) or NT 4.0.

It is recommended the STARWATCH DUAL PRO I™ to be installed in Windows 2000 Professional or Windows XP Professional. These operating systems are powerful and stable for STARWATCH DUAL PRO I™ operations.

Minimum Configuration

Minimum configuration is no more than 20 controllers and 40 readers for the system. One or two port usage is suitable. Maximum users of less than 100-200 users are recommended in configuration. Memory expansion improves system functions therefore, having more memory is beneficial.

- ✓ CPU: Pentium III-700 MHz or Higher
- ✓ Memory: 128 Mb or Higher
- ✓ HDD: 2 Gig min.
- ✓ Port: 2 serial port or Higher
- ✓ Network: 1 Ethernet card
- ✓ OS: Windows 2000 Professional or Windows XP Home

Recommended Configuration

Recommended configuration is no more than 60 controllers and 120 readers for the system. Four port usages are suitable. Maximum users of no more than 500 users recommended in configuration. In this case, it is good to have a separate PC to operate independently. It is recommended to use general PC mfrs and servers matching configurations below. Memory expansion improves system functions therefore, having more memory is beneficial.

- ✓ CPU: Pentium 4 or Higher
- ✓ Memory: 256 Mb or Higher
- ✓ HDD: 4 Gig or Higher
- ✓ Port: 4 serial port (Needs Multi Port card) or Higher
- ✓ Network: 1 Ethernet card
- ✓ OS: Microsoft Windows 2000 Professional or Windows XP Professional

Performance Configuration

Performance configuration is no less than 60 panels and 240 readers for mid to large size system. Also, 8 ports or no less is suitable for operation. Maximum users of no less than 500 users recommended in configuration. In this case, it is good to have a separate PC to operate independently. It is recommended to use general PC mfrs and servers matching configurations below. Memory expansion improves system functions therefore, having more memory is beneficial.

- ✓ CPU: Pentium 4 or Dual processors.
- ✓ Memory: 512 Mb or Higher
- ✓ HDD: 8 Gig or Higher
- ✓ Port: 8 serial port (Needs Multi Port card) or Higher
- ✓ Network: 1 Ethernet card
- ✓ OS: Microsoft Windows 2000 server or Windows XP Professional

Other Configuration (Network, Modem)

Besides using serial communication, STARWATCH DUAL PRO I™ can use TCP/IP and Dial Up using a modem for communications.

In TCP/IP communication, there is an external converter (NetEye 1000S) giving you 1 types of converters.

To use TCP/IP communication, you will need an external converter and the PC has to be able to use the network.

If using a modem, you need to use an external modem. For assurance of tech support and device compatibility, we recommend 3 COM's US Robotics 56K External Modem.

For detailed explanation regarding TCP/IP and modem communication, please refer to chapter 7 (TCP/IP communication) and chapter 8 (Dial Up communication).

System Specification For TCP/IP Loop

System Specification For TCP/IP Loop

TCP/IP Loop	Network HUB	Minimum (CPU,MEMORY,OS)	Recomended (CPU,MEMORY,OS)
10 and less	switch , dummy	P-III 866 , 128M , Win2000 Pro	P-IV 2.0G , 256M . Win2000 Pro
20 and less	switch , dummy	P-III 866 , 256M , Win2000 Pro	P-IV 2.8G , 256M . Win2000 Pro
30 and less	switch	P-IV 2.0G , 512M , Win2000 Pro	P-IV HT 2.8G , 512M . Win2000 Server
50 and less	switch	XEON CPU , 512M , Win2000 Pro	XEON DUAL CPU, 1G . Win2000 Server
70 and less	switch	XEON CPU , 512M , Win2000 Pro	XEON DUAL CPU, 1G . Win2000 Server
99 and less	switch	XEON CPU , 1G , Win2000 Pro	XEON DUAL CPU, 1G . Win2000 Server

STARWATCH DUAL PRO I

Installation Environment

STARWATCH DUAL PRO I™ Installation

This chapter explains STARWATCH DUAL PRO I™ installation.

STARWATCH DUAL PRO I™ Installation

Operating System

The following is the STARWATCH DUAL PRO I™ installation OS.

Microsoft Windows 2000 Professional Edition (SP4)

Microsoft Windows 2000 Server Edition (SP4)

Microsoft Windows XP Home Edition (SP2)

Microsoft Windows XP Professional Edition (SP2)

Also, it is not necessary, but we recommend installing Internet Explorer 6. If you do not have this browser, you can download at Microsoft Web Site.

<http://www.microsoft.com/downloads/search.aspx?displaylang=en>

Microsoft Office 97 Program

STARWATCH DUAL PRO I™ uses the Microsoft Access 97 database within the Microsoft Office 97 application.

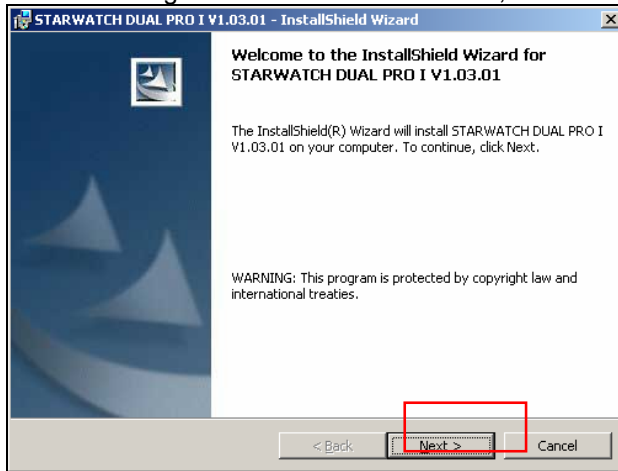
Microsoft Office 97 program is not necessary, but for database and user operation, it makes it convenient. (Microsoft Office XP installation works the same)

Installation is recommended, if program is obtained.

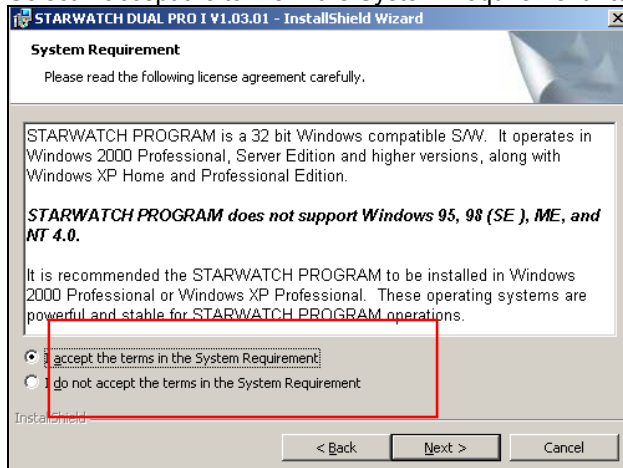
Installation

Find the Setup.exe file in Install files folder of the software CD and select it to initialize its installation.

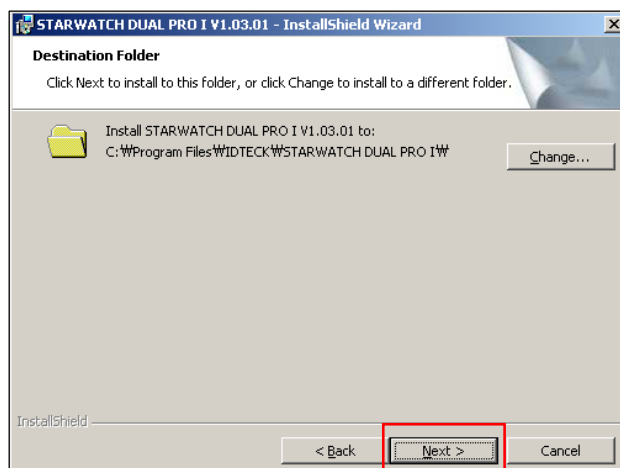
As the following window shows on the screen, select "Next" in order to start the installation process.



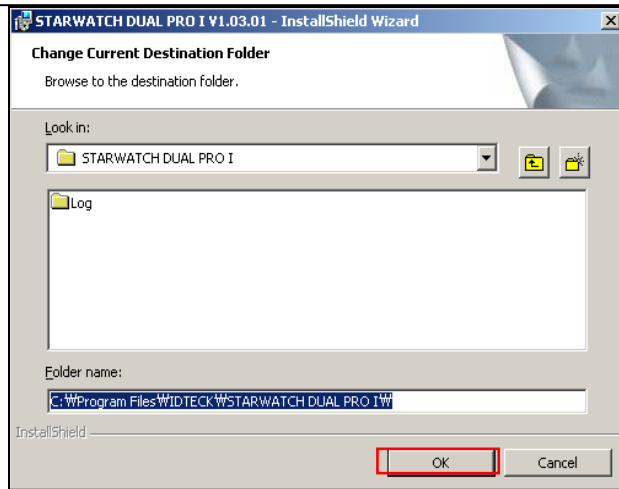
Select "I accept the terms in the System Requirement." to accept the conditions of OS configuration.



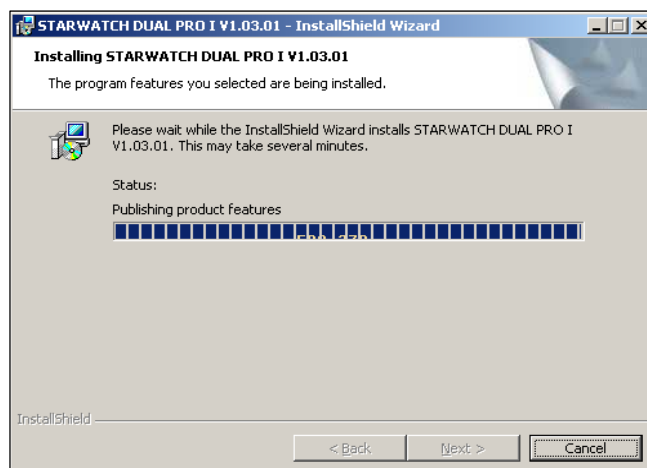
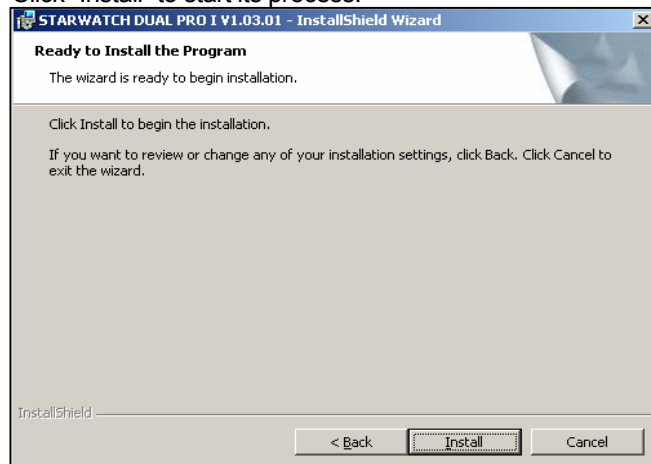
Select "Next" to install it in the default directory. In order to change its install directory, select "Change" and choose a folder to install the STARWATCH DUAL PRO I™.



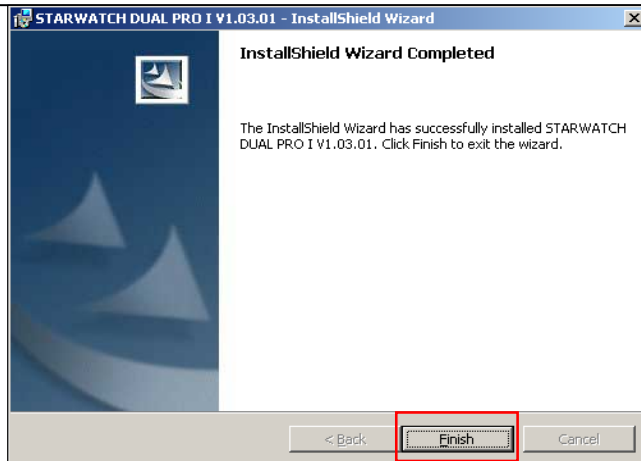
Select a folder in the Program Folder to install the STARWATCH DUAL PRO I™. Use the defaulted name. Click 'OK' button.



Click “Install” to start its process.



2) If completed, it shows as below. Select “Finish” to finish it.



Chapter

2

STARWATCH DUAL PRO I Structure

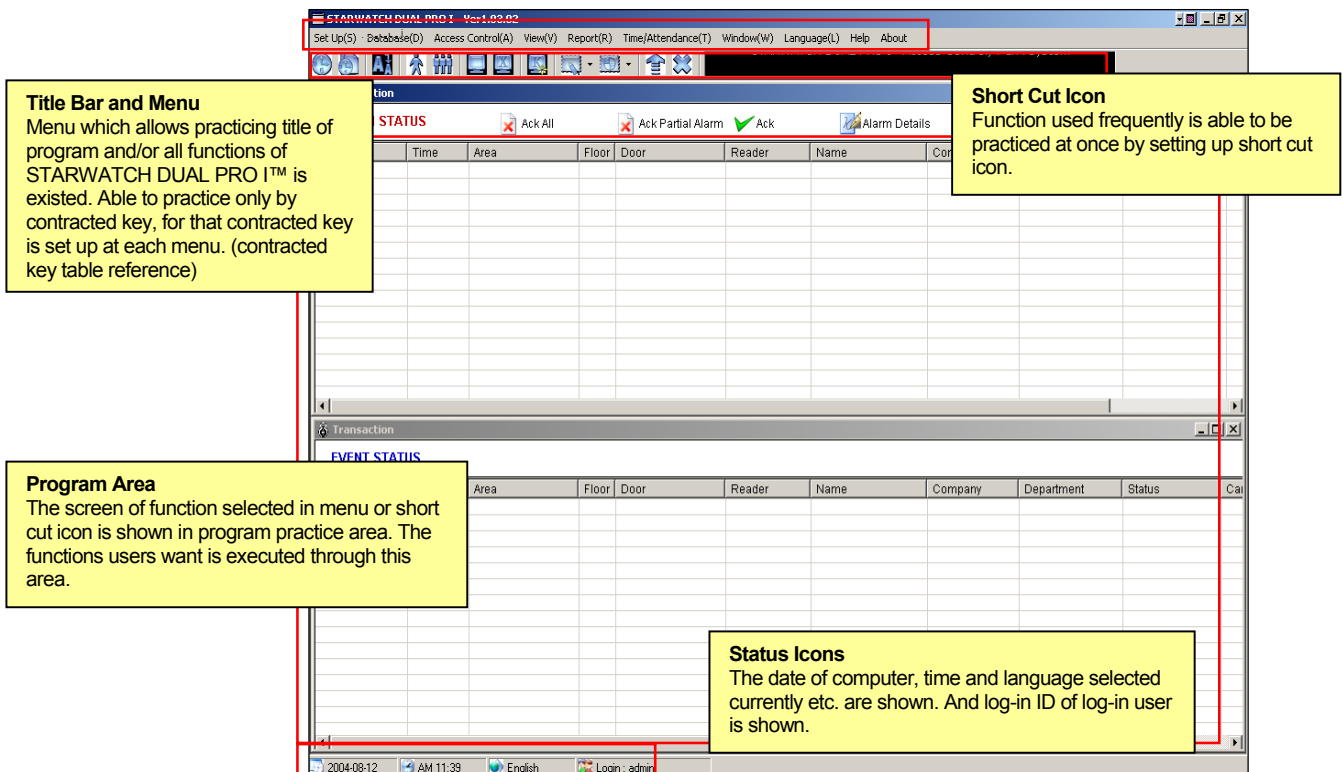
STARWATCH DUAL PRO I™ Structure

This chapter explains STARWATCH DUAL PRO I™ structure. It explains main screen structure, menu, standard icon, directory, and database file.

STARWATCH DUAL PRO I™ Main Window

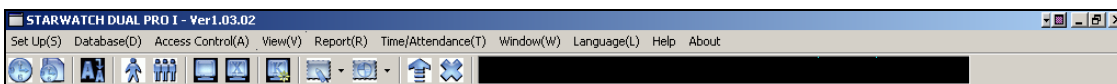
STARWATCH DUAL PRO I™ main screen is differentiated into 4 parts.

Top section consists of menu and tool bar, and middle contains screen activated by function. Bottom section shows status, and through the main screen, the user can initiate functions quickly and efficiently.



Title bar and Menu

Title bar and Menu



Title bar shows program title and current version.

Menu is categorized into 8 sections. Each menu contains sub-menus, which the user can activate functions by selecting the correlating sub-menu.

Menu Structure and Short Cut Key

- Set Up

It contains functions for communication relation, device definition, dial up setup, system log on (off), and quit.

STARWATCH DUAL PRO I - Ver1.03		
Set Up(S)	Database(D)	Access Control(A)
Loop Definition		Ctrl+A
Controller Definition		Ctrl+B
Biometric Reader Definition		Ctrl+C
Door/Reader Definition		Ctrl+D
Map Definition		Ctrl+R
Input/Output Point Set Up		▶
Global Antipassback		
System		▶
Dial-Up Chain Definition		Ctrl+I
Logoff		Ctrl+K
Quit		Ctrl+Q

System			Shortcut Key
Set Up			ALT + S
	Loop Definition		CTRL + A
	Controller Definition		CTRL + B
	Door/Reader Definition		CTRL + C
	Map Definition		CTRL + R
	Input/Output Definition	Input/Output Point Definition	CTRL + E
		Input/Output Time schedule/Type Definition	CTRL + F
	System	Set Time	CTRL + G
		Set Initialize	CTRL + H
		Mastercard Management	
	Dial-Up Chain Definition		CTRL + I
	Logoff		CTRL + K
	Quit		CTRL + Q

■ Database

Database contains definition for company, department, title, area setup, map setup, user registration, management and options. Inputting the default user data will be used in user management. It also contains map function to setup by area and floor. Database management contains backup, recovery, and compression for data.

STARWATCH DUAL PRO I - Ver1.03.01 - Evaluation		
Database(D)	Access Control(A)	View(V)
Area/Floor Definition	Ctrl+P	
Company Definition	Ctrl+L	
Department Definition	Ctrl+M	
Title Definition	Ctrl+N	
Access Card Type Definition	Ctrl+O	
User Management	Ctrl+S	
Database Management	Ctrl+T	
Option	Ctrl+U	

Database			Short Cut Key
Database			ALT + D
	Area/Floor Definition		CTRL + P
	Company Definition		CTRL + L
	Department Definition		CTRL + M
	Title Definition		CTRL + N
	Access Type Definition		CTRL + O
	User Definition		CTRL + S
	Database Management		CTRL + T
	Option		CTRL + U

■ Access Control

Access Control menu contains sub functions for managing access control. It contains setup for work holiday, time schedule, user group, user management, and visitor management.

STARWATCH DUAL PRO I - Ver1.03.01 - Evaluation		
Access Control(A)	View(V)	Report(R)
Holiday Definition	F2	
Timeschedule Definition		
Access Group Definition	F5	
Card Holder Management	F6	
Deleted Cardholder Management	F7	
Visitor Management	F8	

STARWATCH DUAL PRO I		
Time Zone Definition	F3	
Timeschedule Definition	F4	
Alarm	✓	Ack
	Reader	Name
007	01-00 FINGE...	25500
007	01-00 FINGE...	25500

Access Control			Short Cut Key
Access Control			ALT + A
	Holiday Definition		F2
	Time schedule Definition	Time Zone Definition	F3
		Time schedule Definition	F4
	Access Group Definition		F5
	Card Holder Management		F6
	Deleted Card(ID) Management		F7
	Visitor Management		F8

■ View

View menu contains access door control status, event transaction status, and communication status to monitor functions.

Evaluation		
View(V)	Report(R)	Time/Attendance(T)
Access Door Control/Status		Ctrl+F1
Transaction Status		Ctrl+F2
Communication Status		Ctrl+F3
Event View Status		
Video Surveillance		

View			Short Cut Key
View			ALT + V
	Access Door Control/Status		CTRL + F1
	Transaction Status		CTRL + F2
	Communication Status		CTRL + F3

■ Report

Report menu contains sub-menus for various reports. You can have 8 types of access control reports.

Report(R)	Time/Attendance(T)	Window(W)	Language(L)
Card Holder Report			Ctrl+F4
Deleted Card Holder Report			Ctrl+F5
Event History Report			Ctrl+F6
Alarm History Report			Ctrl+F7
Accessible Door Report for Individual			Ctrl+F8
Accessible ID Report for Door			Ctrl+F9
Access Door Report By Registered Person			
Registered Person Report By Access Door			
Visitor Event History Report			Ctrl+F11
Last Access Event Report			Ctrl+F12

Report			Short Cut Key
Report			ALT + R
	Card Holder Report		CTRL + F4
	Deleted Card Holder Report		CTRL + F5
	Event History Report		CTRL + F6
	Alarm History Report		CTRL + F7
	Accessible Door Report for Individual		CTRL + F8
	Accessible ID Report for Door		CTRL + F9
	Visitor Event History Report		CTRL + F11
	Access Door Report By Registered Person		
	Registered Person Report By Access Door		
	Last Access Event Report		CTRL + F12

■ Time & Attendance

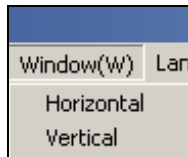
Time & Attendance menu consists of sub-menus relating to the time attendance with the system. It contains definition for work time, work holiday, work type, data (daily, monthly, yearly) expiration, report, to operate functions easily.

Time/Attendance(T)	Window(W)	Language(L)	Help	About
Work Time Definition		Shift+F2		
Work Holiday Definition		Shift+F3		
Work Type Definition		Shift+F4		
Time/Attendance Option Definition				
Daily Data Management		Shift+F5		
Monthly Data Management		Shift+F6		
Annual Data Management		Shift+F7		
Break Time Management		Shift+F8		
Report				

Time / Attendance			Short Cut Key
Time/Attendance			ALT + T
	Work Time Definition		SHIFT + F2
	Work Holiday Definition		SHIFT + F3
	Work Type Definition		SHIFT + F4
	Time/Attendance Option Definition	Management Mode Definition	CTRL+V
		Reader Definition	CTRL+W
		Function Key Definition	CTRL+Y
	Daily Data Management		SHIFT + F5
	Monthly Data Management		SHIFT + F6
	Yearly Data Management		SHIFT + F7
	Break Time Management		SHIFT + F8
	Report	ID/Daily Attendance Report	SHIFT + F9
		Monthly/Yearly Attendance Report	SHIFT + F11
		Daily Break Time Report	SHIFT+ CTRL+F1
		Monthly Break Time Report	SHIFT+ CTRL+F2

■ Window

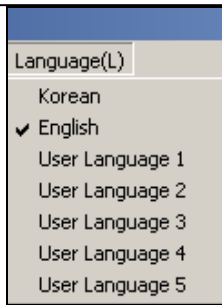
Window menu gives you options for horizontal or vertical viewing in a row.



Window	
Window	
	Horizontal
	Vertical

■ Language

Language menu contains multiple languages to change language of program for user.



Language	
Language	
	Korean
	English
	User Language 1
	User Language 2
	User Language 3
	User Language 4
	User Language 5





Shortcut Icon

Shortcut icon lets the user perform frequently used functions to quickly initiate jobs. The black label to the right of shortcut icons displays current activity data of program operation.



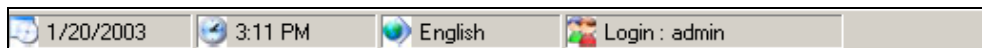
Here are the types of shortcut icons.

Short Cut Icons		
	Time Zone	Create access time code and access time setup.
	Time schedule	Setup time schedule by day of the week access time code.
	Access Group	Create group in access area.
	Card Holder	Input, edit, and delete card holder data.
	Visitor	Input, edit, and delete visitor data.
	Transaction	Monitor current event transaction in real time.
	Door Control	Monitor door control status and manual control doors.
	Map Definition	Setup item location and area/floor map definition.

	Report	Access control report inquiry and print out report.
	Language	Language setup.
	Logoff	Logoff from program.
	Quit	Quit program

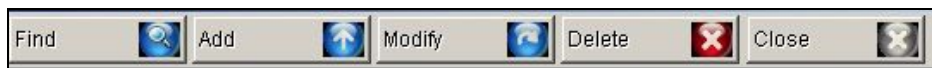
Status bar






Status bar displays current date and time setup in PC. Also, it displays current language and user login ID.





Standard Icon

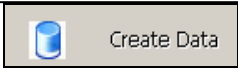
It explains standard icons used in STARWATCH DUAL PRO I™. You can see general icons in every screens of STARWATCH DUAL PRO I™. These icons perform their specified functions. The following explains each icon's function.



Standard Icon 1		
	Find	Finds the data by search condition.
	Add	Used for adding data and activates additional screen.
	Modify	Used in modifying data and activates modify screen.
	Delete	Used in data deletion and deletes the data.
	Close	Closes the current active screen.



Standard Icon 2		
	Transmit	Sends the current selected data to the controller.
	Batch Transmit	Sends the searched data and database info in batch format.



Standard Icon 3		
	Create Data	Creates information result with original data.



Standard Icon 4		
	Print	Searched information is printed out.
	Export	Exports searched information text as Excel file format.

Program Folder

It explains the folder where STARWATCH DUAL PRO I™ is installed.

STARWATCH DUAL PRO I™ is installed in C:\Program Files\ IDTECK \ STARWATCH DUAL PRO I.

User can change the drive and folder, where program is installed. During installation, it can install to other drive and folder if default folder is not used.

Database Structure

STARWATCH DUAL PRO I™ has 3 database files in structure, and all database file is created in Microsoft Access 97 file. But you can open a database file for reading a data, modifying a data in Access 2000, Access XP. Do not convert a database file to other database version (Access 2000, Access XP).

The following is the database file creation.

- STAR-ACS.mdb

This database file contains all saved information of device data, user data, event current alarm data, and is the main database file of STARWATCH DUAL PRO I access control system.

This file is the most important database file, and needs user's management. Refer to maintenance management chapter for detailed explanation.

- STAR-TAS.mdb

This database file is STARWATCH DUAL PRO I™'s attendance file, and contains all saved information of time attendance, work holiday, work type, end of (day, month, year).

This file is most important database file in attendance function, and needs user's management.

- STAR-LANGUAGE.mdb

This multi language database file in STARWATCH DUAL PRO I™ contains all characters information displayed on screen in saved files.

Chapter

4

STARWATCH DUAL PRO I

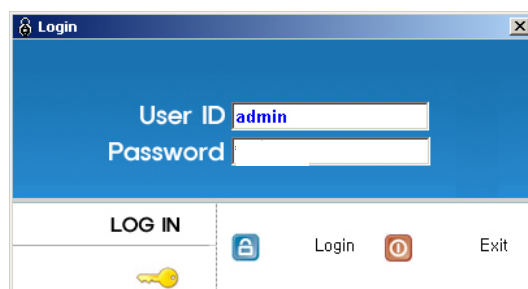
Initial Setup

STARWATCH DUAL PRO I™ Initial Setup

This chapter explains installation items setup, after installing STARWATCH DUAL PRO I™.

Program Login

The following screen appears in initial program activation. Login gives program use authorization, and if this is first time login after installation, you will need to use default login information.



Once the login screen appears, input admin for User ID. Password does not exist. Then press Enter or select Login button to go to main screen.

Program Configuration

Area/Floor Definition

Area/Floor configuration is used for default data creation to distinguish access door, reader, and sensors by installed locations. Multiple buildings can be designated by area, and the floors correlating to the area can be distinguished.

- Start

Select Database->Area/Floor definition or press Ctrl+P on keyboard.

- Add

Add is used to create the new data. Select Add to input data of area and floor through the input screen.

The screenshot shows the 'Access Control Area Set up' window. The 'Add' button is highlighted with a red box. Below the buttons are input fields for 'Area Code' and 'Area Name'. At the bottom, there are two tables: 'Area List' and 'Floor List'.

Area List	
Area Code	Area Name
0001	Area 1

Floor List	
Area	Floor
Area 1	01F

- 1) Select Add and the screen below appear.

2) Input area code. If already registered code is used, it will not register, but only a new area code.

3) Input area name.

Select floor then select Add button. It will show up in Floor List window. Repeat this procedure to add additional floors.

4) If all the floors are added to the area, select Save button to save.

5) Select Close to finish.

Setup the area/floor definition prior to use, because the data is used in variety of ways for registration of access door, reader, input point of contact, and map configuration.

Loop Definition

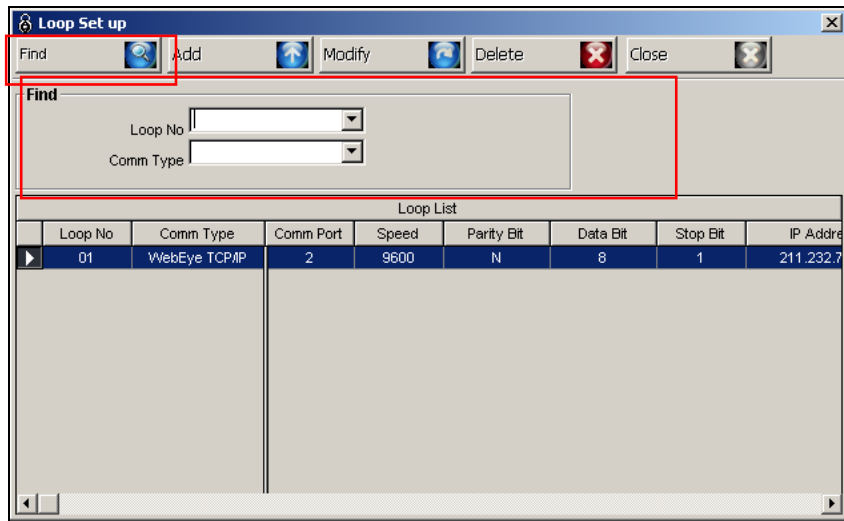
Port definition describes Serial and TCP/IP communication loop connected to the PC. It supports up to 99 Loops, but keep in mind depending on PC performance, memory, and OS, supporting 99 Loops may not be possible. It is recommended to use adequate number of Loops for usage.

■ Start

Select Set Up-> Loop Definition or press Ctrl+A button on keyboard.

■ Find

Find is used to get relevant information pertaining to the inquiry when information is available. It is used to edit and delete the existing data information.



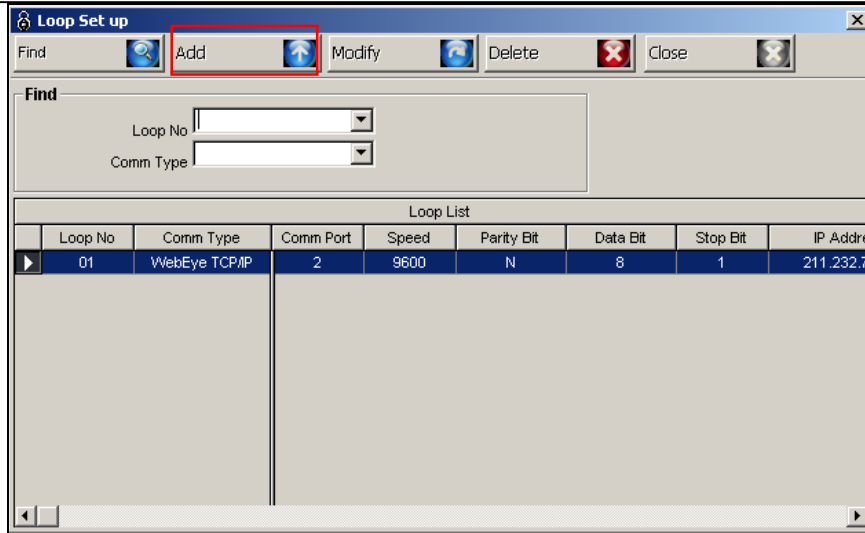
- 1) Select Loop No. and Comm. Type as appropriate.
- 2) Select Find to make an inquiry. If inquired result is available, the following screen appears.

If find has no specific parameters, it will display the entire information

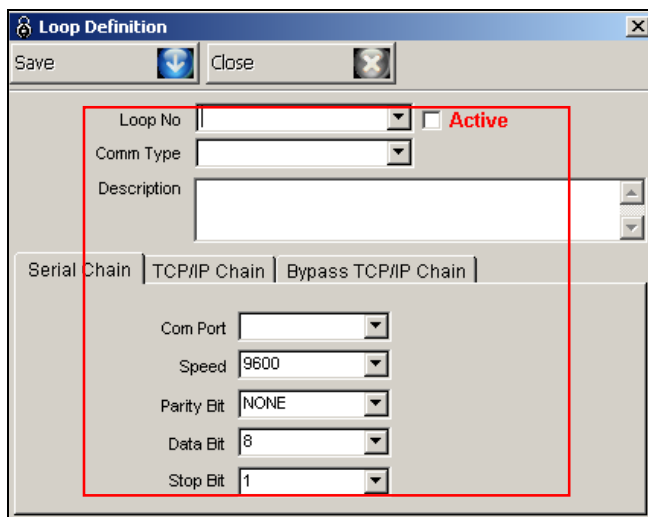
Find Add, Modify and Delete functions are all applied equally in input/output screen. Once you familiarize these functions, you can easily understand them as they are used equally in other input/output screens.

■ Add

Add is used to create new data. Select Add button to add work type data through input screen.



- 1) Select Add button and the following screen appear.



- 2) Select Loop No and it will indicate Loop No not used. The Loop No. being used will not be displayed.
- 3) Select Comm. Type as Serial Chain for Serial, TCP/IP Chain for TCP/IP and Dial-UP Chain for Dial-Up as communication type.
- 4) Check mark Active for the correspond port to be able to communicate.

Decide if correspond port will be active for communication. Active check mark Loop No communicates, but without a check mark will result in no communication.

This option lets the user make the port inactive, if the port requires maintenance due to a problem in communication. User can fix the problem while other locations remain with active ports.

If the port data is modified, you must close the program and restart.

- 5) Select from Serial Chain tab, Comm. Port, Speed, Parity Bit, Data Bit, and Stop Bit. The default value is Speed 9600, Parity Bit None, Data Bit 8, and Stop Bit 1 for configuration.
- 6) Input screen changes if TCP/IP Chain is selected.

The screenshot shows the 'Loop Definition' dialog box with the 'TCP/IP Chain' tab selected. The 'Loop No' is set to 02, 'Comm Type' is TCP/IP Chain, and the 'Active' checkbox is checked. The 'Description' field is empty. Below the tabs, the 'IP Address' is 211.232.56.23, 'TCP Port No' is 5000, and 'Module Type' is External. A red box highlights the IP Address, TCP Port No, and Module Type fields.

Input the IP Address from the external converter for configuration.

Input TCP Loop No. as default value 5000. (Port No. is fixed at 5000)

Select Module Type as external version.

For detailed instructions on TCP/IP communication, refer to chapter 7 STARWATCH DUAL PRO I™ TCP/IP Communication.

- 7) Input screen changes if Bypass TCP/IP Chain is selected.

Bypass TCP/IP Chain is used when connecting with WebEye Device.

To use Surveillance monitoring, WebEye Device should be used.

WebEye Device can not only connect with camera and also can communicate

Like converter. So if you want to use WebEye Device there are couple of things to input.

WebEye Device is communicate by TCP/IP, so you should input IP Address, Port

No. And Device ID, Device Password, Com Port, Speed, Parity Bit, Data Bit, Stop bit.

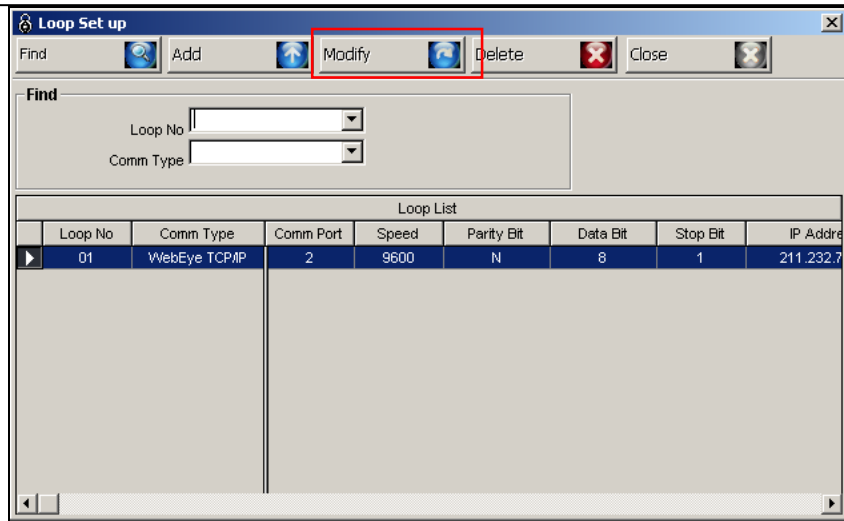
We recommend to read View Pro Installation Guide about detail information.

8) Select Save button to save data, and select Close button to finish.

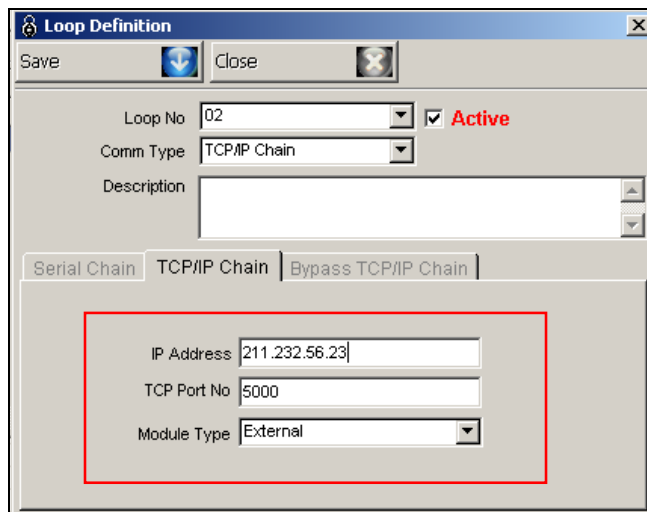
■ Modify

Modify is used to change existing data. Find data to modify or to change registered work time category.

Selected data is displayed as below figure in highlighted bar.



- 1) Select Modify to see the above screen. The Port List is equal to registration screen. Therefore, the Loop No. cannot be modified.

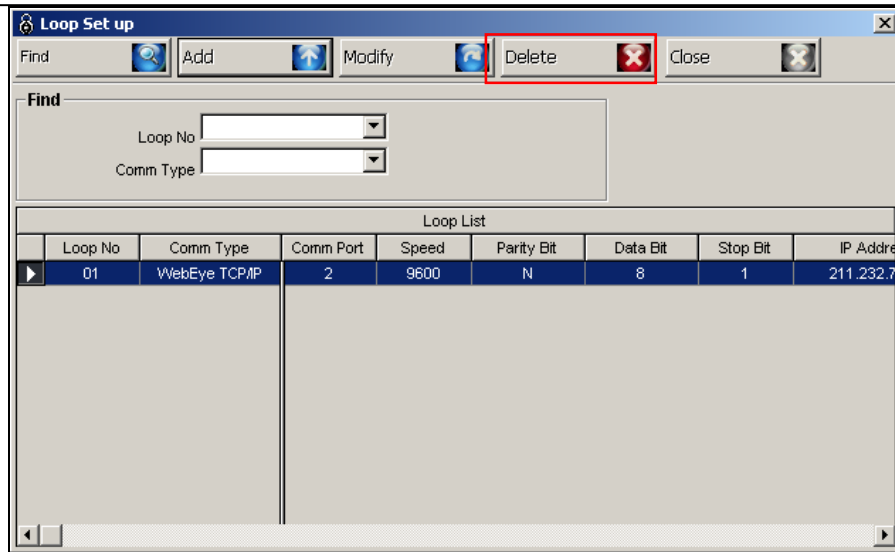


- 2) Modify the items that need changing. Once completed, select Save button to save the modify data.
- 3) Select Close button to finish.

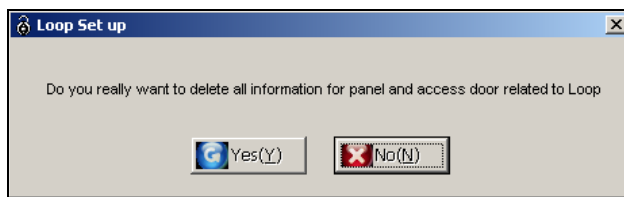
■ Delete

Delete is used to delete existing data. Find data to delete or to delete registered category list data.

Selected data is displayed as below figure in highlighted bar.



- 1) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



Deleting the registered port will erase all data of controller, access door, and reader. Please use extreme caution when using this function.

Controller Definition

Controller Definition explains data definition of controller

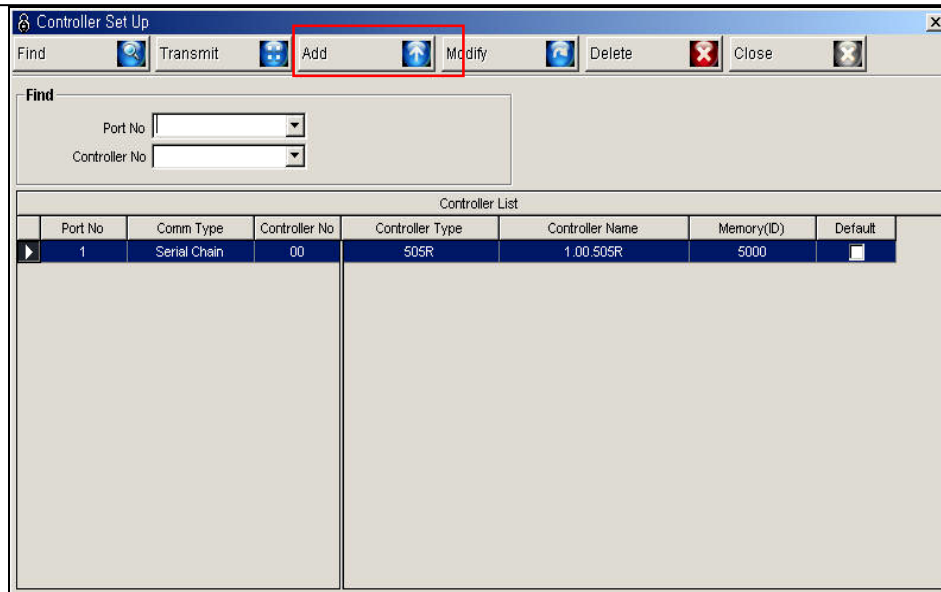
Each device has its own communication address. By address type, the S/W data is defined and communicated. Also, each device can have its own function options, and these options are sent to the devices for application.

■ Start

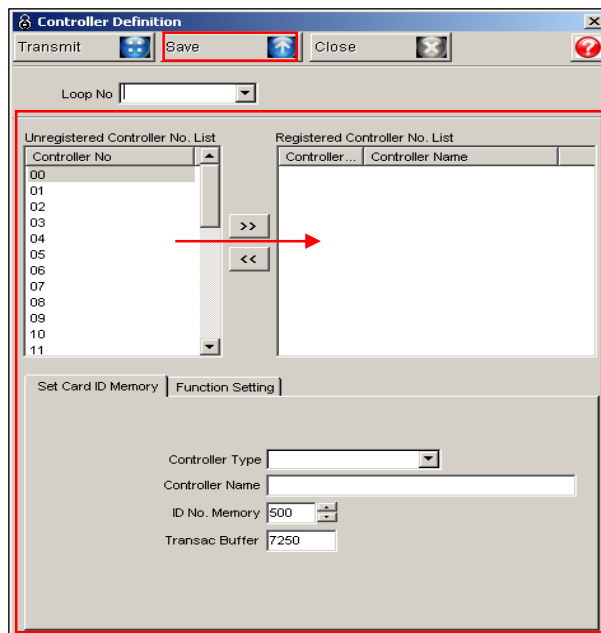
Select Set Up->Controller Definition or press Ctrl+B button on keyboard.

■ Add

- 1) Add is used to create the new data. Select Add to add controllers through the input screen



2) Select Add and the following screen appear.



3) Select Loop No. It will display the Loop numbers from Loop registration.

4) Controller numbers not registered will be displayed in Unregistered Controller No. List. Select the Controller No. to register by selecting >> button or double clicking the controller number to add to the right hand side Registered Controller No. List window.

Controller registration must be done one at a time. This means after registering one controller number, you need to input the controller's default data. Once this is done, select Save button to save this controller's definition to finish. Repeat the procedure to add additional controllers.

- 5) Select Controller Type as controller type.

Controller Type
505R
FINGER007
ICON100
SR505R
FINGER007SR
ICON100SR

- 6) Select Door Type as 1 Door for operation.
- 7) Input Controller Name. It must be done because it is used to locate which controller is having the event when an event occurs.
- 8) Card memory definition is setup. The event memory is automatically defined depending on card memory. Define adequate card and event memory for operation.
- 9) Controller Default value is optional (It is not necessary for operation)
- 10) Select Save button to save data.
- 11) Select Close button to finish.

Biometric Reader Definition

Biometric Reader Definition defines Biometric Reader connected to the Controller. To transmit user's fingerprint or manage reader it is required to setup Biometric Reader items. To transmit user's fingerprint and manage reader Biometric Reader it needs to be composed with communication line and Biometric Reader should have address over 33. And reader address cannot have the same address with controller which connected to the same **Port**. Refer to the Biometric Reader manual to setup. In this menu you can manage reader setup and reader function.

Available function :

FGR006 : Reader Mode , Fingerprint Mode , Adaptive Mode, Output Mode, Function Mode, Identification

FINGER006 : Reader Mode , Fingerprint Mode , Adaptive Mode, Identification, LCD Display, Key Pad, Finger006P, Output Mode, Output Type, Input Mode

Reader Mode

Card Reading Mode of Biometric Reader.

RF Only, Through card reading, card number is transmitted to the controller.

RF+FINGER, After card reading, fingerprint is confirmed. Both card reading and fingerprint confirmation are finished then card number is transferred to the controller.

If scanning for fingerprint is not working after reading card the user is not registered fingerprint. And after confirmation of fingerprint the door is not opened then either confirmation of fingerprint is failed or confirmation of controller is failed.

Confirmation failure : Unregistered User.

Fingerprint Mode

Set up the count of fingerprint in Biometric Reader.

In Single mode. you should register fingerprint of one person two times.
This makes the security rate of confirmation of fingerprint higher.

In Dual Mode, fingerprints of different finger are registered separately.
*It is allowed to register one fingerprint two times.
Dual Mode is for replacing broken fingerprint with second registered fingerprint.*

Adaptive Mode

Used to make scanning rate higher. Not to make Confirmation rate higher.

In Use Scanning module flicking.

In Not Use Scanning module is on continuously.

Output Mode

Set up card data print type which transmit from Biometric Reader to the controller.

*This is the way transmitting Card number in RF Only or RF + FINGER in Biometric Reader.
Set up controller's receipt reader type which receive card number.*

0 – 26 Bit Wiegand , 1 – ABA Track II (10 Char)

Must setup 0 – 26 Bit Wiegand in Controller.

Function Mode

Setup Biometric reader's function.

Reader Mode is to read card and confirm fingerprint.

Reg Mode is same with the registration of fingerprint reading Master Card.

When using this mode automatically changed to the fingerprint registration mode.

After finishing fingerprint registration and deletion to use normally you should change to the Reader Mode.

Identification

This is Automatch function. This function makes it possible to grant cardholder verification only by fingerprint without card.

If mode is Not Use, according to mode cardholder should verify by card or card + fingerprint.

If mode is Use, it is possible to verify only by fingerprint without card or pin input.

LCD Display

This function is to show cardholder card verification status or card number.

In Status mode, it displays verified status or not verified status after card or fingerprint verification has finished.

In Use mode, it displays only card number regardless of verification success or verification failure.

Key Pad

This function is to set whether Key Pad will be used or not.

In Use mode, it is possible to verify card by using Key Pad.

In Not Use mode, it is not possible to verify card by using Key Pad. Key pad won't be operated.

Finger006P

This function is to set whether PIN mode will be used or not in Finger006. It will be set automatically and user won't be allowed to use this mode. So don't change this mode as you please.

In Use mode, it will displayed as FINGER006P on LCD screen and this makes it possible to verify cardholder just by inputting Pin number.

In Not Use mode, PIN mode will not be set.

- Start

System -> Click Biometric Reader Definition. Or Press CTRL+C

- Add

Add is used to make new data. When adding Biometric Reader Click Add and insert a new data.

Loop No	Comm Type	Reader No.	Reader Type	Reader Name	Area	Floor	Reader Mode	Fingerprint I
01	WebEye TCP/IP	34	FINGER006	FINGER006			1-RF Only	0-Single M

- 1) Click Add. Biometric Reader registration form is loaded.

- 2) Choose Loop number which connected to Biometric Reader. In Loop Registration only registered Loop numbers are shown.
- 3) Biometric Reader number which is not contained to the chosen Loop is shown to the Unregistered Biometric Reader No. In left side choose Biometric Reader number and click >> or double-click Biometric Reader then Biometric Reader numbers are registered to the right side Registered Biometric Reader No.

Biometric Reader Registration should be setup once at a time.

After Registering one Biometric Reader number, insert all the basic data. Insert is done then click save to finish setting up Biometric Reader.

Add Biometric Reader and set up continuously as above explanation.

- 4) Choose Biometric Reader type.
- 5) Insert Biometric Reader name. This is used in Door/Reader Setup.
- 6) Set up Biometric Reader function.

- 7) To apply the items to the Biometric Reader after saving items click Transmit button.
- 8) Click Save to save items.
- 9) Click Close to exit.
- 10) Set up all the items of added Biometric Reader as above.
- 11) There are 3 tabs you can choose.

In 'Select Biometric Reader' If you select FGR006 then FGR006 tab will be enabled. Select Reader Mode, Fingerprint Mode, Adaptive Mode, Output Mode, Function Mode and Click 'Save' button to save the data.

If you select FINGER006 then FINGER006 tab will be enabled. Select Reader Mode, Fingerprint Mode, Adaptive Mode, Identification, LCD Display, Keypad and Click 'Save' button to save the data

'Set Initialize' tab is used to initialize system or card data of Biometric reader. Select one to initialize and click 'Save' button to save the data.

■ Modify

Modify is used to change saved data. Through Find function find data or choose data which will be modified.

Selected data is displayed as blue bar as below.

Loop No	Comm Type	Reader No.	Reader Type	Reader Name	Area	Floor	Reader Mode	Fingerprint
01	WebEye TCP/IP	34	FINGER006	FINGER006			1-RF Only	0-Single M

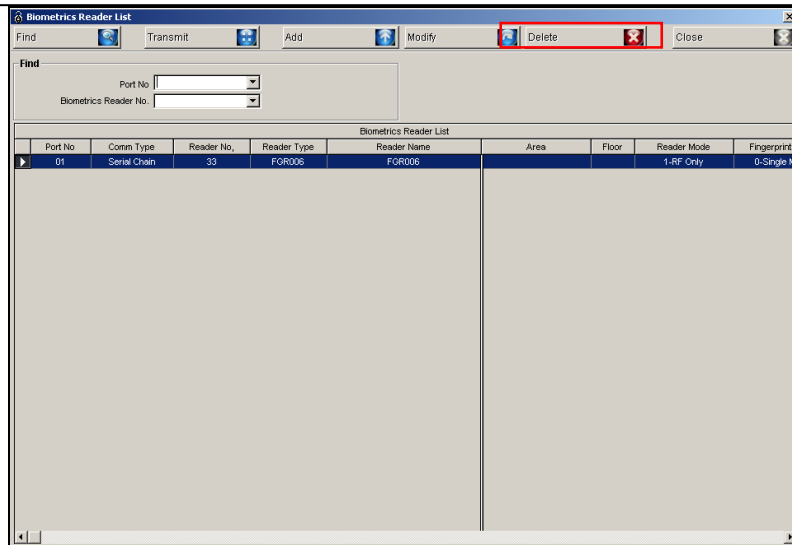
- 1) Biometric Reader's Modify form is displayed. Biometric Reader's Modify form should be same with Registration form but Loop number cannot be changed and only chosen one Biometric Reader address can be changed.

- 2) Modify items to modify.
- 3) Click Save button to save modified data.
- 4) Click Transmit button to transmit data to the Biometric Reader.

- 5) Click Close to exit.
- 6) Modify items of added Biometric Reader as above.

■ Delete

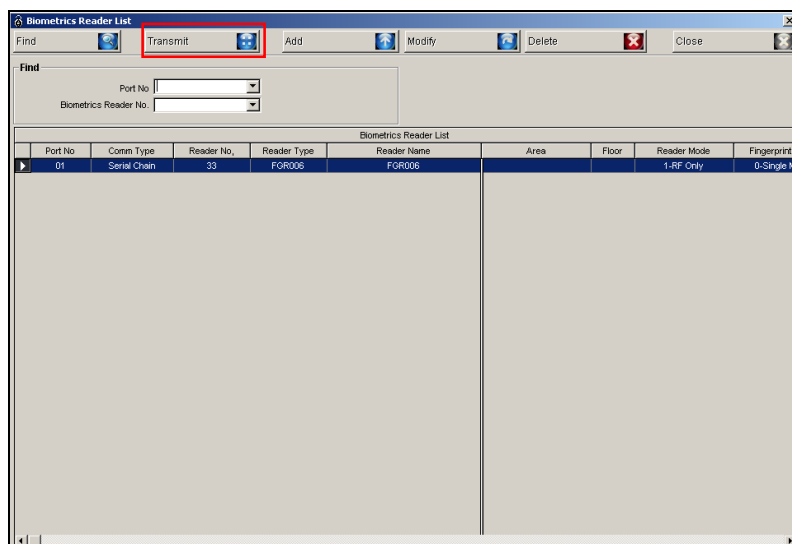
Delete is used to delete saved Biometric Reader data.



- 1) Click Delete. After clicking Delete, Delete confirmation form is loading. To Delete click Yes and not to delete click No.

■ Transmit

Transmit is to send inserted data to the Biometric Reader so that Biometric Reader can work properly.



- 1) When transmitting through Find function find the data to transmit or choose Biometric Reader to transmit in saved Biometric Reader List.
- 2) Click Transmit. Through clicking transmitting chosen items are transmitted to the Biometric Reader and applied.
- 3) If transmission error does not occur Completed message pops up.

- 4) If error occurs message box displays the error message. In this case it needs to check Biometric Reader error or Communication status.

Door/Reader Definition

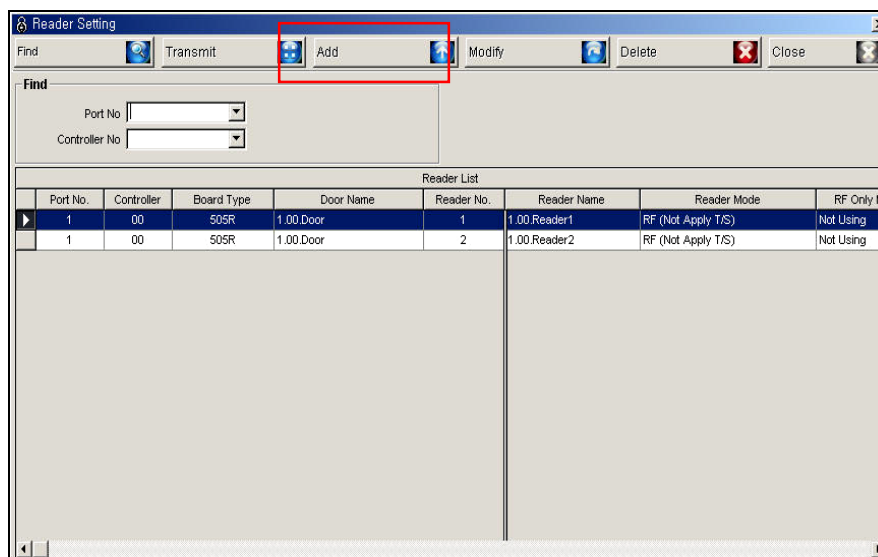
Door/Reader definition explains door and reader data. Door and reader are connected to each controller. Therefore, S/W needs to be defined regarding the door and reader data to control event occurrence and controller.

- Start

Select Set Up->Door/Reader Definition or press Ctrl+C button on keyboard.

- Add

Add is used to create the new data. Select Add to add Door/Reader data through the input screen.



- 1) Select Add button and the following screen appear.

- 2) Select Loop No. and Controller No.
- 3) Anti-Pass back is configured. (For detailed explanation, refer to STARWATCH DUAL PRO I™ initial setup)
- 4) Input Door Info with area, floor, and name. Area and floor data is according to current installed access doors. (Configure the area/floor of access door through Database->Area/Floor Definition)

For Door Name, input easily identified name for definition.

- 5) Access door contact type and lock type is optional.
- 6) Select Duress Mode if to be used, and input a 2-digit password to use Duress.
- 7) Input data for Reader (In) and Reader (Out).

For Reader Name, input easily identified name for definition.

For Reader Mode, select reader mode for operation.

For all time schedules upon selecting card + pw(fingerprint) ID selection, you can configure to use depending on time to use card ID or card + pw(fingerprint) ID in specified time to change automatically. (This function is connected to time schedule; for detailed explanation, refer to STARWATCH DUAL PRO I™ initial setup)

Configure Reader (In) and Reader (Out), if using 1 access door with 2 readers as In and Out, but if using only 1 reader, configure Reader (In) only.

Reader (In) is controller and reader (Out) is exit reader.

- 8) Select Save button to save.

- 9) Select Close button to finish.

Antipassback

Antipassback is the function when In/Out data of user is agreed upon to be given authorization for access.

To use Antipassback, each door needs In/Out reader for operation. If the card was read going in, the same system needs to read it going out. If the card was not read going into the room, you cannot leave the room. Same apply, if the card was not read going out of the room, you cannot go into the room.

Zone, Global Antipassback – Access control via controller connected to 2 or more system configuration. 2 or more readers act as set (In/Out reader) to grant access when In/Out data is agreed.

Duress Mode

Duress mode lets the user gain access when forced upon, by using the 2-digit pass code to activate the internal silent alarm during a duress event occurrence.

Reader Mode

Sends the configuration to the system of how the readers will be used.

For example, if sending as RF + Password mode, the time schedule and reader mode are activated. It will operate in RF only mode during applied time schedule and RF + Password mode outside the applied time schedule.

Once the communication configuration and reader registration is completed, you will need to exit the program and re-enter through login for the configurations to be applied.

Once the program is restarted, if the configurations are accurate, the controller and program will be communicating. Check the status by communication status. If communication is not established, follow the steps below to check.

*Check the agreement of program configuration with device.
Check device address configuration.*

*Initialize device.
Check communication cable connection.
Check converter.*

Check communication port configuration of PC, whether configured correctly and activating.

Chapter

5

STARWATCH DUAL PRO I

Access Control

STARWATCH DUAL PRO I™ Access Control

This chapter explains specific instructions on Access Control functions in STARWATCH DUAL PRO I™

Set Up

System contains communications, controller, and directly related functions. Configurations are setup for communication port, controller data, reader, door, and various data. Also, the setup values are sent to the controller for application.

System related functions are to proceed after controller and S/W initial installation, and these functions are not used frequently, but plays a critical part during initial setup.

Loop Definition

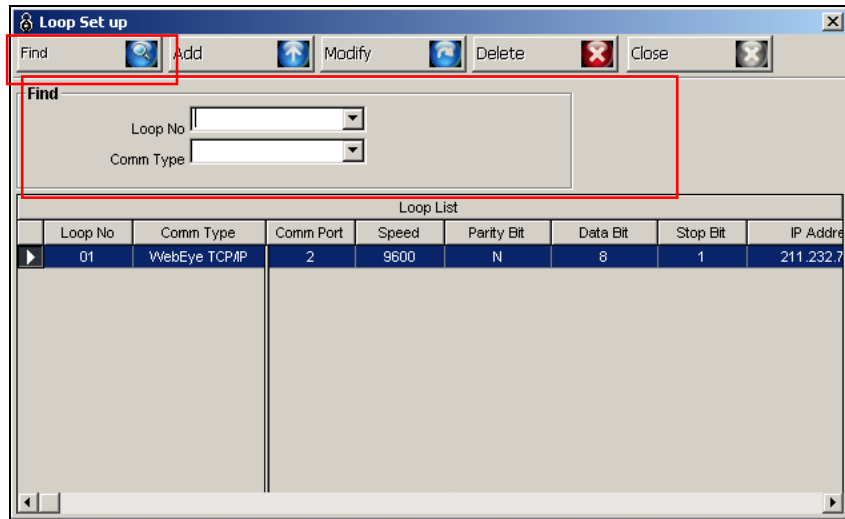
Port definition describes Serial and TCP/IP communication loop connected to the PC. It supports up to 99 Loops, but keep in mind depending on PC performance, memory, and OS, supporting 99 Loops may not be possible. It is recommended to use adequate number of Loops for usage.

- Start

Select Set Up-> Loop Definition or press Ctrl+A button on keyboard.

■ Find

Find is used to get relevant information pertaining to the inquiry when information is available. It is used to edit and delete the existing data information.



3) Select Loop No. and Comm. Type as appropriate.

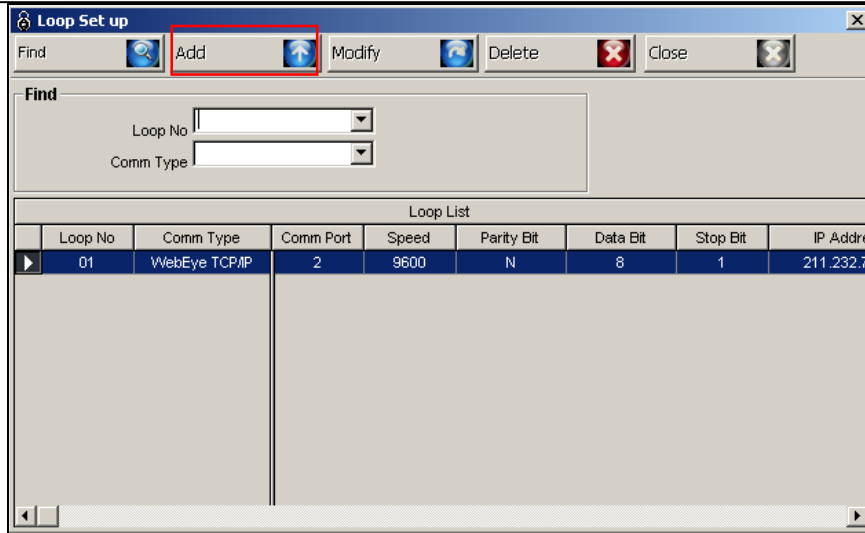
4) Select Find to make an inquiry. If inquired result is available, the following screen appears.

If find has no specific parameters, it will display the entire information

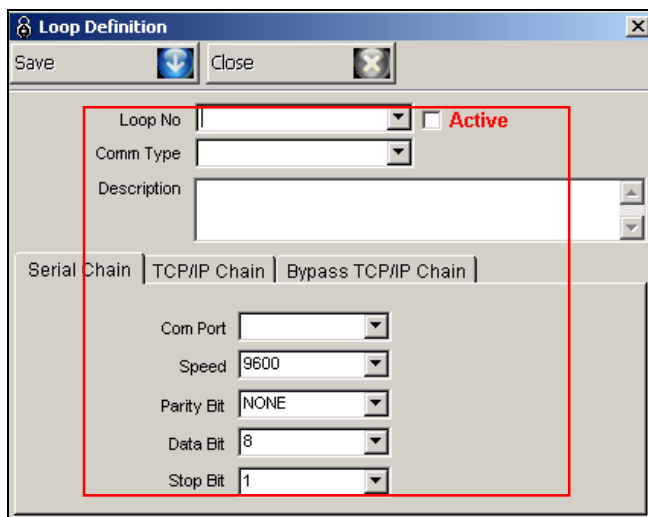
Find Add, Modify and Delete functions are all applied equally in input/output screen. Once you familiarize these functions, you can easily understand them as they are used equally in other input/output screens.

■ Add

Add is used to create new data. Select Add button to add work type data through input screen.



- 1) Select Add button and the following screen appear.



- 2) Select Loop No and it will indicate Loop No not used. The Loop No. being used will not be displayed.
- 3) Select Comm. Type as Serial Chain for Serial, TCP/IP Chain for TCP/IP and Dial-UP Chain for Dial-Up as communication type.
- 4) Check mark Active for the correspond port to be able to communicate.

Decide if correspond port will be active for communication. Active check mark Loop No communicates, but without a check mark will result in no communication.

This option lets the user make the port inactive, if the port requires maintenance due to a problem in communication. User can fix the problem while other locations remain with active ports.

If the port data is modified, you must close the program and restart.

- 5) Select from Serial Chain tab, Comm. Port, Speed, Parity Bit, Data Bit, and Stop Bit. The default value is Speed 9600, Parity Bit None, Data Bit 8, and Stop Bit 1 for configuration.
- 6) Input screen changes if TCP/IP Chain is selected.

The screenshot shows the 'Loop Definition' dialog box with the 'TCP/IP Chain' tab selected. The 'Loop No' is set to 02, 'Comm Type' is TCP/IP Chain, and the 'Active' checkbox is checked. The 'Description' field is empty. Below the tabs, the 'IP Address' is 211.232.56.23, 'TCP Port No' is 5000, and 'Module Type' is External. A red box highlights the IP Address, TCP Port No, and Module Type fields.

Input the IP Address from the external converter for configuration.

Input TCP Loop No. as default value 5000. (Port No. is fixed at 5000)

Select Module Type as external version.

For detailed instructions on TCP/IP communication, refer to chapter 7 STARWATCH DUAL PRO I™ TCP/IP Communication.

- 7) Input screen changes if Bypass TCP/IP Chain is selected.

Bypass TCP/IP Chain is used when connecting with WebEye Device.

To use Surveillance monitoring, WebEye Device should be used.

WebEye Device can not only connect with camera and also can communicate

Like converter. So if you want to use WebEye Device there are couple of things to input.

WebEye Device is communicate by TCP/IP, so you should input IP Address, Port

No. And Device ID, Device Password, Com Port, Speed, Parity Bit, Data Bit, Stop bit.

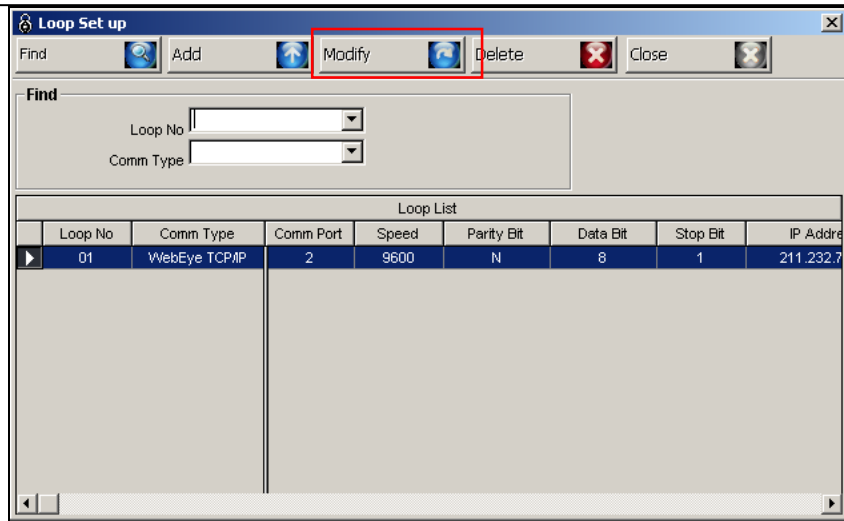
We recommend to read View Pro Installation Guide about detail information.

8) Select Save button to save data, and select Close button to finish.

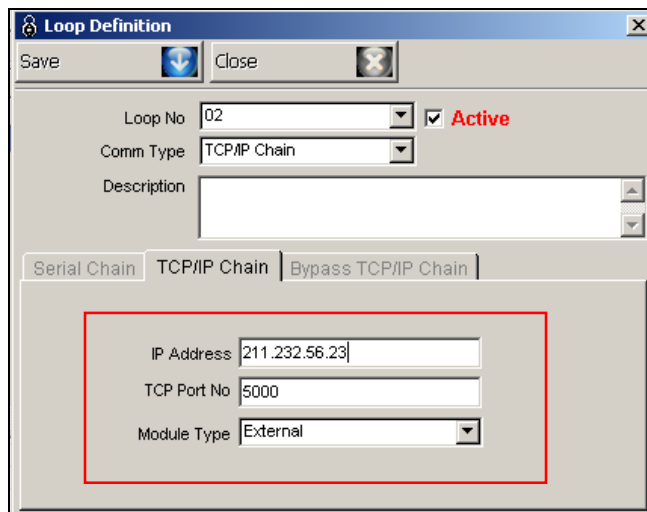
■ Modify

Modify is used to change existing data. Find data to modify or to change registered work time category.

Selected data is displayed as below figure in highlighted bar.



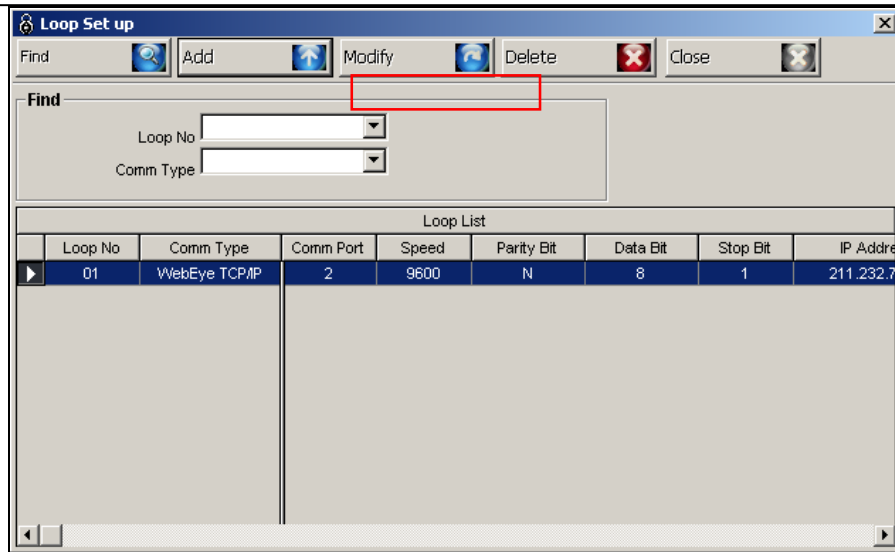
- 1) Select Modify to see the above screen. The Port List is equal to registration screen. Therefore, the Loop No. cannot be modified.



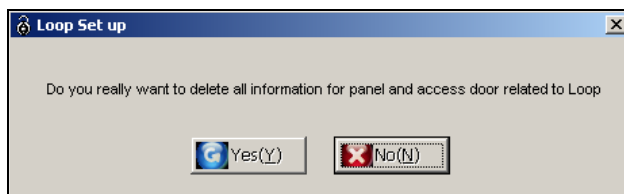
- 2) Modify the items that need changing. Once completed, select Save button to save the modify data.
 - 3) Select Close button to finish.
- Delete

Delete is used to delete existing data. Find data to delete or to delete registered category list data.

Selected data is displayed as below figure in highlighted bar.



- 2) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



Deleting the registered port will erase all data of controller, access door, and reader. Please use extreme caution when using this function.

Controller Definition

Controller Definition explains data definition of controller. Each controller has its own communication address. By address type, the S/W data is defined and communicated. Also, each controller can have its own function options, and these options are sent to the controllers for application.

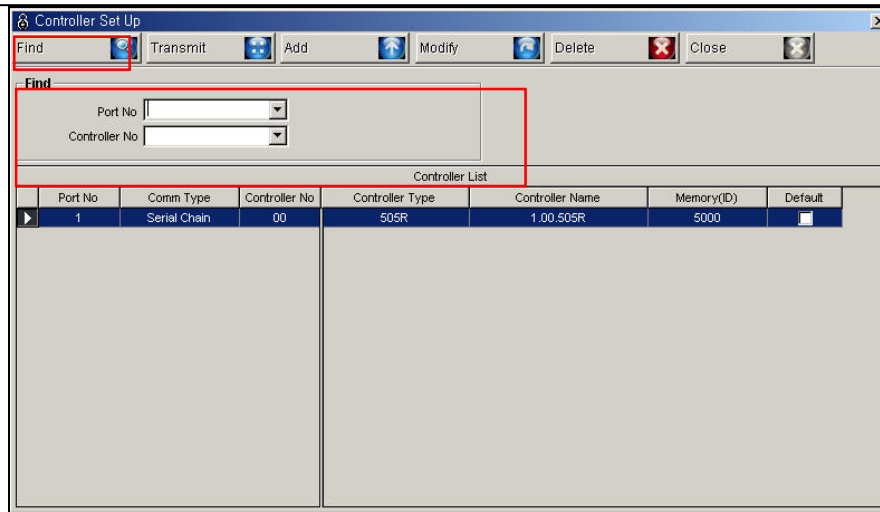
Complete all initial setup and reboot the program, and make certain communication is established before using transmit function.

■ Start

Select Set Up->Controller Definition or press Ctrl+B button on keyboard.

■ Find

Find is used to get relevant information pertaining to the inquiry when information is available. It is used to edit and delete the existing data information.

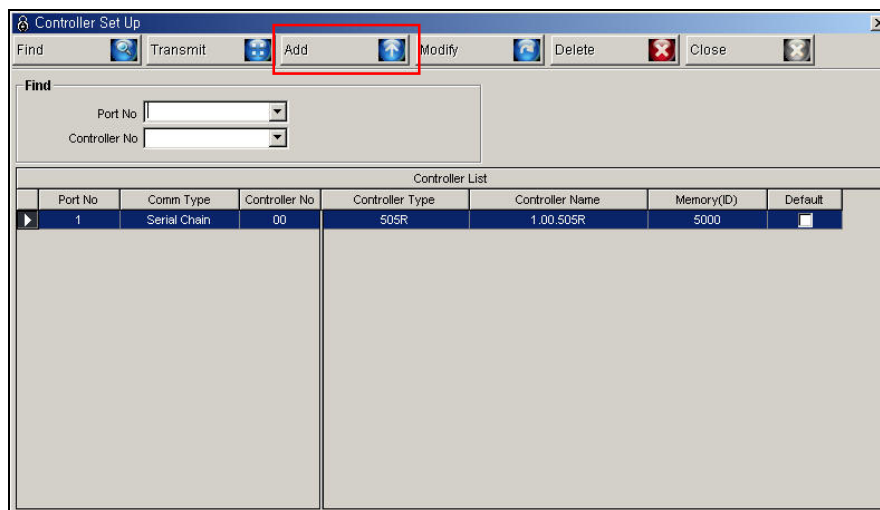


- 1) Select Loop No. and Controller No. as appropriate.
- 2) Select Find to make an inquiry. If inquired result is available, it will display the results.

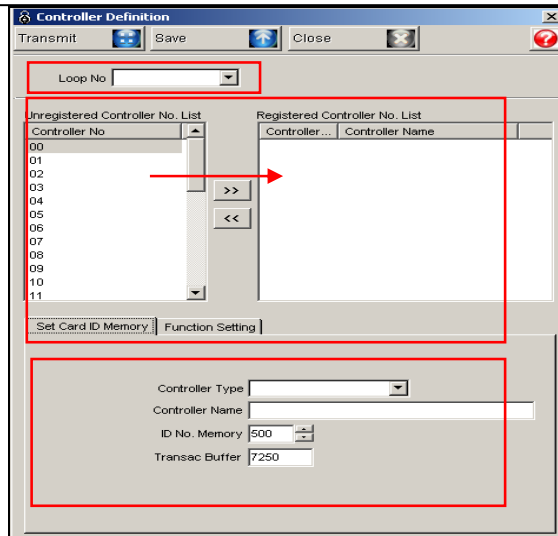
If find has no specific parameters, it will display the entire information

■ Add

Add is used to create new data. Select Add button to add work type data through input screen.



- 1) Select Add button and the following screen will appear.



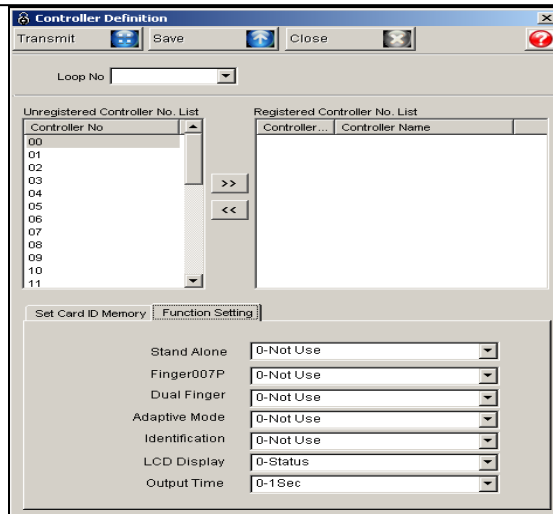
- 2) Select Loop No. It displays only the Loop No. that was registered in Loop Registration.
- 3) Unregistered Controller No. List displays items not selected from Loop No. Select the Controller No. to be registered choosing and selecting >> button or double click the Controller No. to select and it will show up on the right hand side Registered Controller No. List.

Controller registration must be done one at a time to setup.

It will register one controller number with its basic data for configuration. Select Save button to complete the process.

Repeat the procedure to add additional controllers.

- 4) Select Controller Type as controller type.
- 5) Input Controller Name. This is a must in order to define the location, when an event occurs to a controller.
- 6) Configure card memory. Depending on card memory setup, the event memory is automatically setup. Configure adequate amount of card and event memory.
- 7) After setup is completed in 'Set Card ID Memory', please click 'Function Setting' tab. Following screen will be shown up.



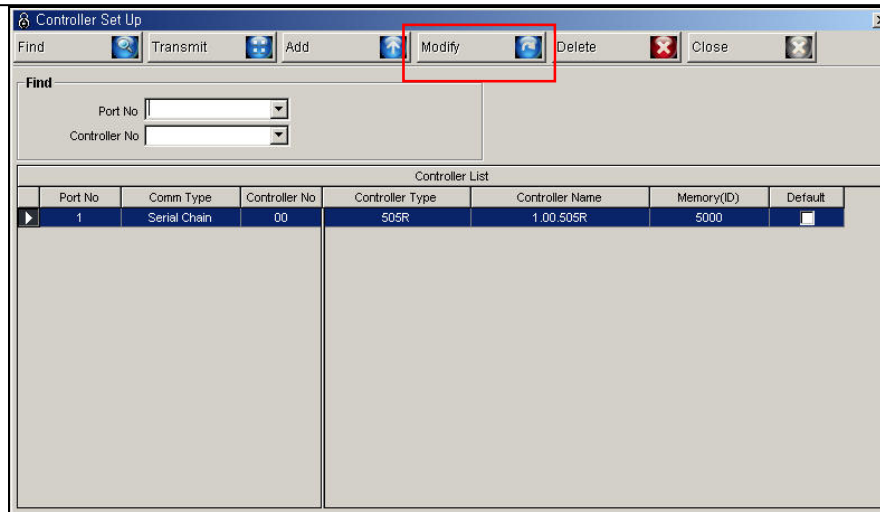
- 8) These items in 'Function Setting' is Type in Controller and user can select the type.
- Stand Alone is used to select whether new data will be filed or ignored when memory is full. Default value is 'Not Use'
 - Finger007P is used to select whether Pin mode will be activated or no. Default value is 'Not Use'
 - Dual Finger is used to register fingerprint in registration mode whether single fingerprint is used or dual fingerprints are used. Default value is 'Not Use'
 - Adaptive Mode is used to enhance fingerprint verification rate. Default value is 'Use'
 - Identification is used to access door only by fingerprint. Default value is 'Not Use'
 - LCD Display is to select whether access status will be shown up or card number will be shown up. Default value is 'Status'
 - You can set Output Time 1Sec or 0.1Sec. Default value is 1Sec.
- 9) Select Save button to save data.
- 10) Select Transmit button to send setup data to controller for memory setup.

When setup is performed for all controller, program, and related data, it is not active until transmitted to controller. It is possible the transmit function may not work properly.

- 11) Select Close button to finish.

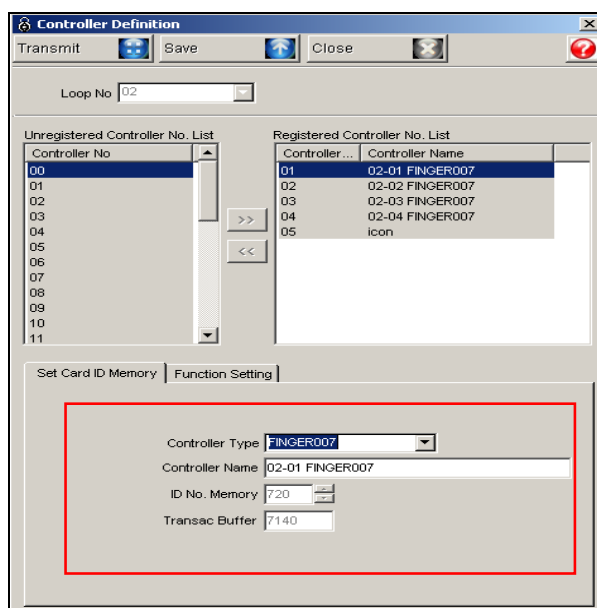
■ Modify

Modify is used to change existing data. Find data to modify or to change registered controller category. Selected data is displayed as below figure in highlighted bar.

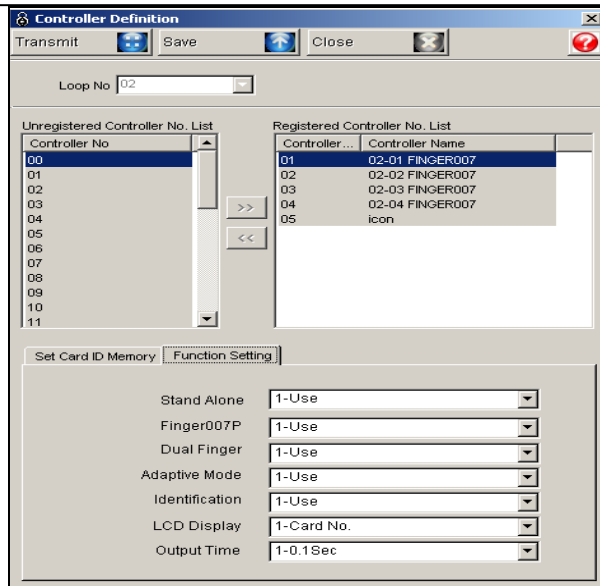


- 1) Select Modify to see the following screen. The Controller Modify is equal to registration screen. However, the Loop No cannot be changed, and modify is possible to the selected controller address.

A.



B.



Modify the items that need changing. And 505R and ICON100 can be changed only LCD Display and Output Time in 'Function Setting'.

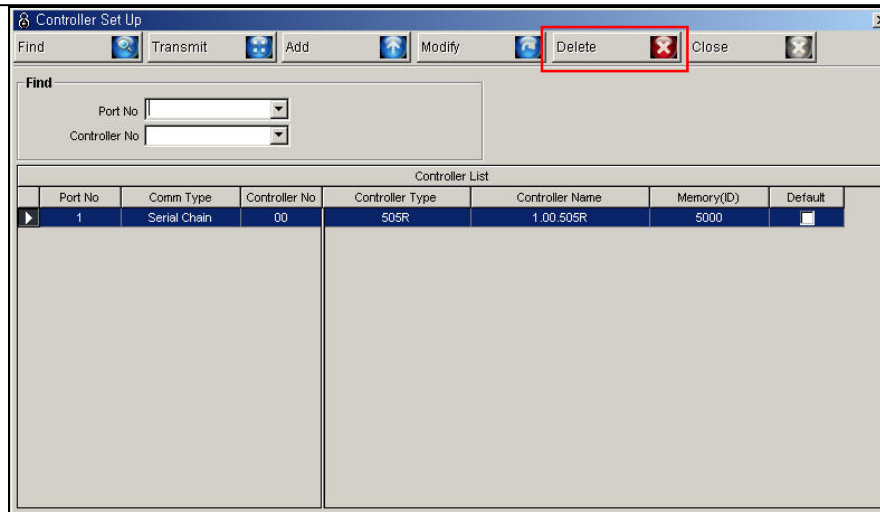
- 2) Select Save button to save the modified information.
- 3) Select Transmit button to send setup data to controller for memory setup.

When setup is performed for all controller, program, and related data, it is not active until transmitted to controller. It is possible the transmit function may not work properly.

- 4) Select Close button to finish.

■ Delete

Delete is used to delete existing saved data. Find data to delete or to delete registered controller category data. Selected data is displayed as below figure in highlighted bar.



- 1) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.

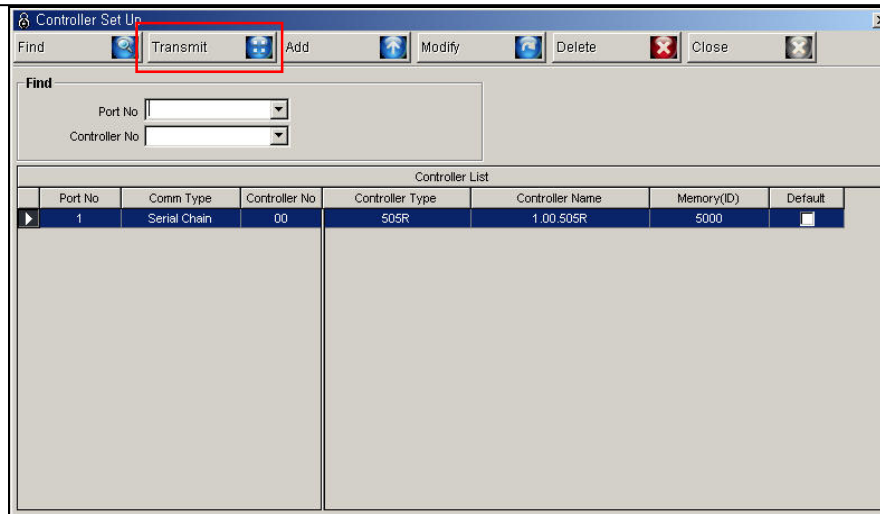


Deleting the registered controller will erase all data of controller, access door, and reader. Please use extreme caution when using this function.

■ Transmit

This function is used to send the setup functions to the controller for activation. Use Find to search for data transmit or select the data from the registered controller categories to send.

Selected data is displayed as below figure in highlighted bar.



- 1) Select Transmit button. This will send the selected data to the corresponding Controller No for application.

If an error does occur, detailed explanation is displayed in a message box.

In this case, retransmit the data, but if the error continues, check the communication and controller for problems.

Biometric Reader Definition

Biometric Reader Definition defines Biometric Reader connected to the Controller. user's fingerprint or manage reader it is required to setup Biometric Reader items.

To transmit

To transmit user's fingerprint and manage reader Biometric Reader it needs to be composed with communication line and Biometric Reader should have address over 33. And reader address cannot have the same address with controller which connected to the same **Port**. Refer to the Biometric Reader manual to setup.

In this menu you can manage reader setup and reader function.

Available function :

FGR006 : Reader Mode , Fingerprint Mode , Adaptive Mode, Output Mode, Function Mode, Identification

FINGER006 : Reader Mode , Fingerprint Mode , Adaptive Mode, Identification, LCD Display, Key Pad, Finger006P, Output Mode, Output Type, Input Mode

Reader Mode

Card Reading Mode of Biometric Reader.

***RF Only**, Through card reading, card number is transmitted to the controller.*

***RF+ FINGER**, After card reading, fingerprint is confirmed. Both card reading and fingerprint confirmation are finished then card number is transferred to the controller.*

If scanning for fingerprint is not working after reading card the user is not registered fingerprint. And after confirmation of fingerprint the door is not opened then either confirmation of fingerprint is failed or confirmation of controller is failed.

Confirmation failure : Unregistered User.

Fingerprint Mode

Set up the count of fingerprint in Biometric Reader.

*In **Single mode**, you should register fingerprint of one person two times. This makes the security rate of confirmation of fingerprint higher.*

*In **Dual Mode**, fingerprints of different finger are registered separately. It is allowed to register one fingerprint two times. Dual Mode is for replacing broken fingerprint with second registered fingerprint.*

Adaptive Mode

Used to make scanning rate higher. Not to make Confirmation rate higher.

In Use Scanning module flicking.

In Not Use Scanning module is on continuously.

Output Mode

Set up card data print type which transmit from Biometric Reader to the controller.

This is the way transmitting Card number in RF Only or RF + FINGER in Biometric Reader. Set up controller's receipt reader type which receive card number.

0 – 26 Bit Wiegand , 1 – ABA Track II (10 Char)

Must setup 0 – 26 Bit Wiegand in Controller.

Function Mode

Setup Biometric reader's function.

Reader Mode is to read card and confirm fingerprint.

Reg Mode is same with the registration of fingerprint reading Master Card.

When using this mode automatically changed to the fingerprint registration mode.

After finishing fingerprint registration and deletion to use normally you should change to the Reader Mode.

Identification

This is Automatch function. This function makes it possible to grant cardholder verification only by fingerprint without card.

If mode is Not Use, according to mode cardholder should verify by card or card + fingerprint.

If mode is Use, it is possible to verify only by fingerprint without card or pin input.

LCD Display

This function is to show cardholder card verification status or card number.

In Status mode, it displays verified status or not verified status after card or fingerprint verification has finished.

In Use mode, it displays only card number regardless of verification success or verification failure.

Key Pad

This function is to set whether Key Pad will be used or not.

In Use mode, it is possible to verify card by using Key Pad.

In Not Use mode, it is not possible to verify card by using Key Pad. Key pad won't be operated.

Finger006P

This function is to set whether PIN mode will be used or not in Finger006. It will be set automatically and user won't be allowed to use this mode. So don't change this mode as you please.

In Use mode, it will displayed as FINGER006P on LCD screen and this makes it possible to verify cardholder just by inputting Pin number.

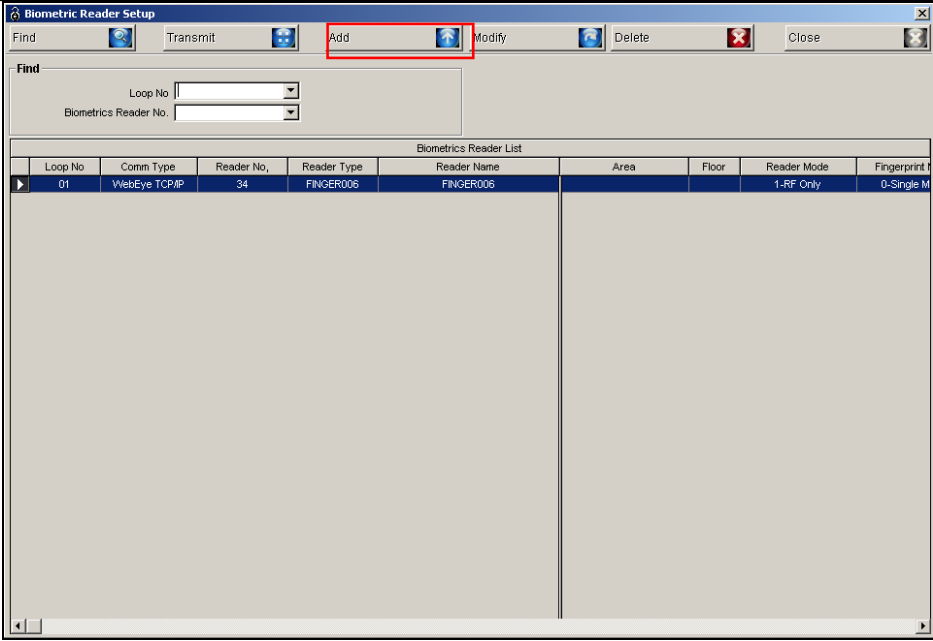
In Not Use mode, PIN mode will not be set.

- **Start**

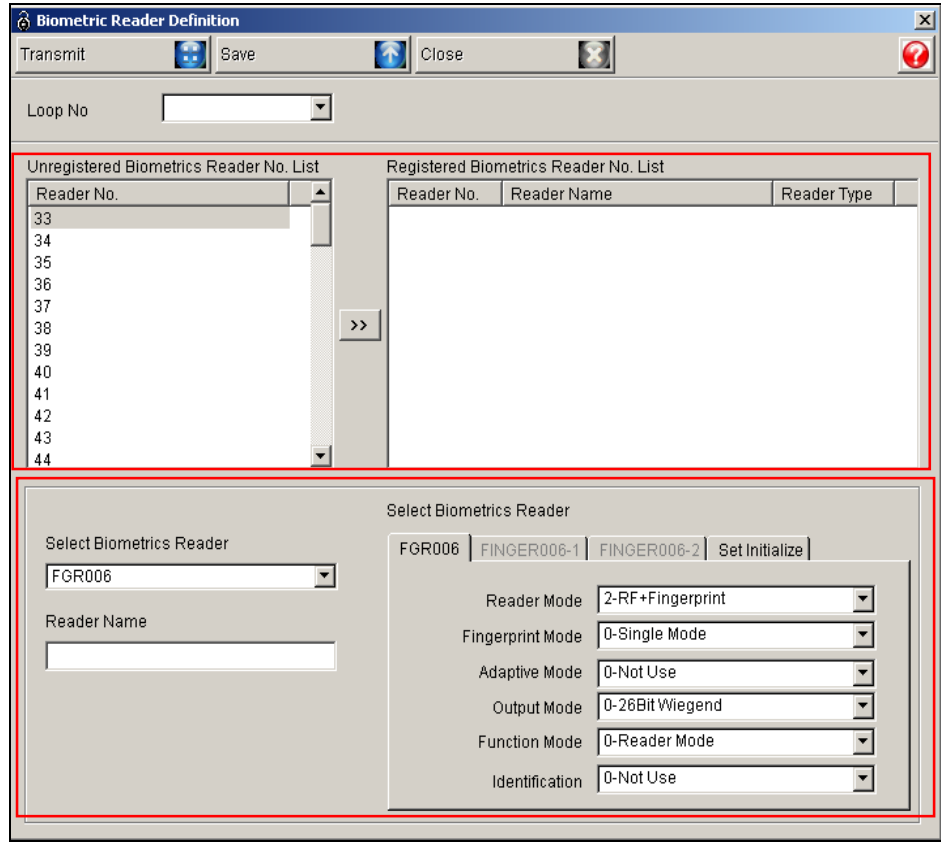
System -> Click Biometric Reader Definition. Or Press CTRL+C

- **Add**

Add is used to make new data. When adding Biometric Reader Click Add and insert a new data.



12) Click Add. Biometric Reader registration form is loaded.



- 13) Choose Loop number which connected to Biometric Reader. In Loop Registration only registered Loop numbers are shown.
- 14) Biometric Reader number which is not contained to the chosen Loop is shown to the Unregistered Biometric Reader No. In left side choose Biometric Reader number and click >> or double-click Biometric Reader then Biometric Reader numbers are registered to the right side Registered Biometric Reader No.

Biometric Reader Registration should be setup once at a time.

After Registering one Biometric Reader number, insert all the basic data. Insert is done then click save to finish setting up Biometric Reader.

Add Biometric Reader and set up continuously as above explanation.

- 15) Choose Biometric Reader type.
- 16) Insert Biometric Reader name . This is used in Door/Reader Setup.
- 17) Set up Biometric Reader function.
- 18) To apply the items to the Biometric Reader after saving items click Transmit button.
- 19) Click Save to save items.
- 20) Click Close to exit.
- 21) Set up all the items of added Biometric Reader as above.
- 22) There are 3 tabs you can choose.

In 'Select Biometric Reader' If you select FGR006 then FGR006 tab will be enabled. Select Reader Mode, Fingerprint Mode, Adaptive Mode, Output Mode, Function Mode and Click 'Save' button to save the data.

If you select FINGER006 then FINGER006 tab will be enabled. Select Reader Mode, Fingerprint Mode, Adaptive Mode, Identification, LCD Display, Keypad and Click 'Save' button to save the data

'Set Initialize' tab is used to initialize system or card data of Biometric reader. Select one to initialize and click 'Save' button to save the data.

■ **Modify**

Modify is used to change saved data. Through Find function find data or choose data which will be modified.

Selected data is displayed as blue bar as below.

Biometric Reader Setup

Find: Loop No [], Biometrics Reader No. []

Buttons: Transmit, Add, **Modify**, Delete, Close

Loop No	Comm Type	Reader No.	Reader Type	Reader Name	Area	Floor	Reader Mode	Fingerprint
01	WebEye TCP/IP	34	FINGER006	FINGER006			1-RF Only	0-Single M

- 7) Biometric Reader's Modify form is displayed. Biometric Reader's Modify form should be same with Registration form but Loop number cannot be changed and only chosen one Biometric Reader address can be changed.
- 8) Modify items to modify.
- 9) Click Save button to save modified data.
- 10) Click Transmit button to transmit data to the Biometric Reader.

Biometric Reader Definition

Buttons: Transmit, **Save**, Close

Loop No: 02

Unregistered Biometrics Reader No. List: 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44

Registered Biometrics Reader No. List:

Reader No.	Reader Name	Reader Type
33	02-33 FGR006	FGR006
34	02-34 FGR006	FGR006
35	02-35 FINGER006	FINGER006
36	02-36 FINGER006	FINGER006

Select Biometrics Reader:

Select Biometrics Reader: FINGER006

Reader Name: 02-35 FINGER006

Configuration:

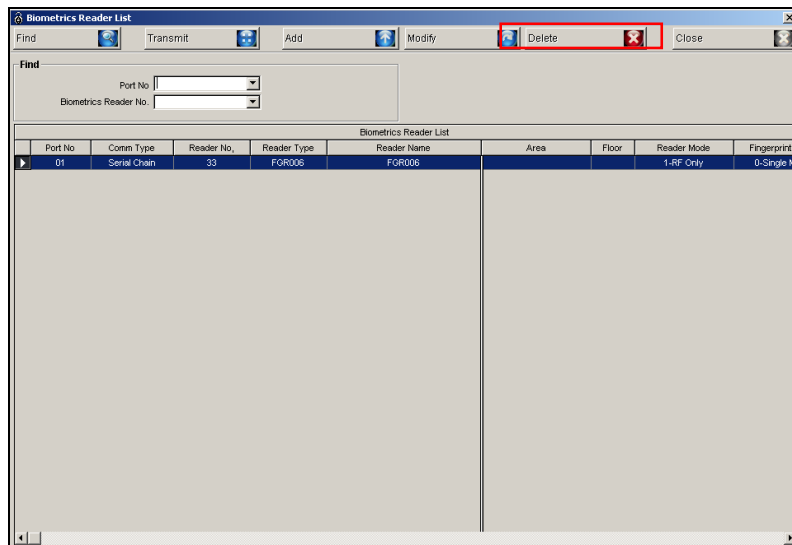
- Reader Mode: 2-RF+Fingerprint
- Fingerprint Mode: 0-Single Mode
- Adaptive Mode: 1-Use
- Identification: 0-Not Use
- LCD Display: 0-Status
- Key Pad: 1-Use

11) Click Close to exit.

12) Modify items of added Biometric Reader as above.

■ Delete

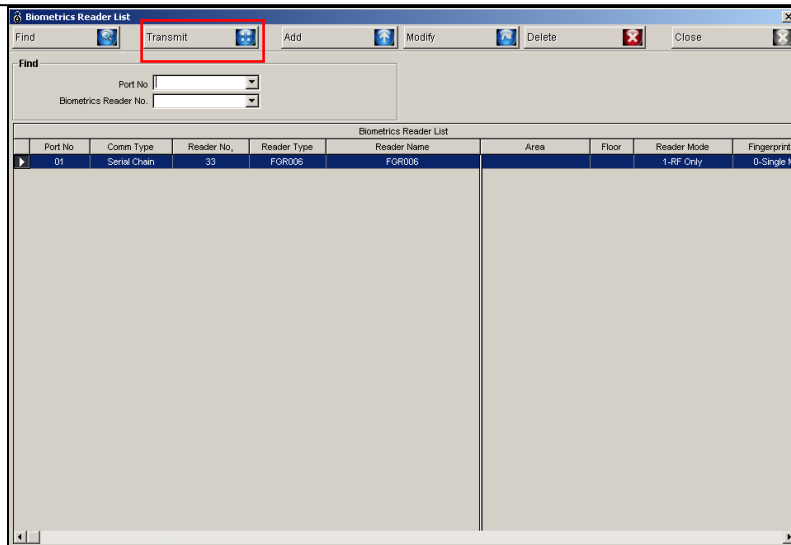
Delete is used to delete saved Biometric Reader data.



1) Click Delete. After clicking Delete, Delete confirmation form is loading. To Delete click Yes and not to delete click No.

■ Transmit

Transmit is to send inserted data to the Biometric Reader so that Biometric Reader can work properly.



- 5) When transmitting through Find function find the data to transmit or choose Biometric Reader to transmit in saved Biometric Reader List.
- 6) Click Transmit. Through clicking transmitting chosen items are transmitted to the Biometric Reader and applied.
- 7) If transmission error does not occur Completed message pops up.
- 8) If error occurs message box displays the error message. In this case it needs to check Biometric Reader error or Communication status.

Door/Reader Definition

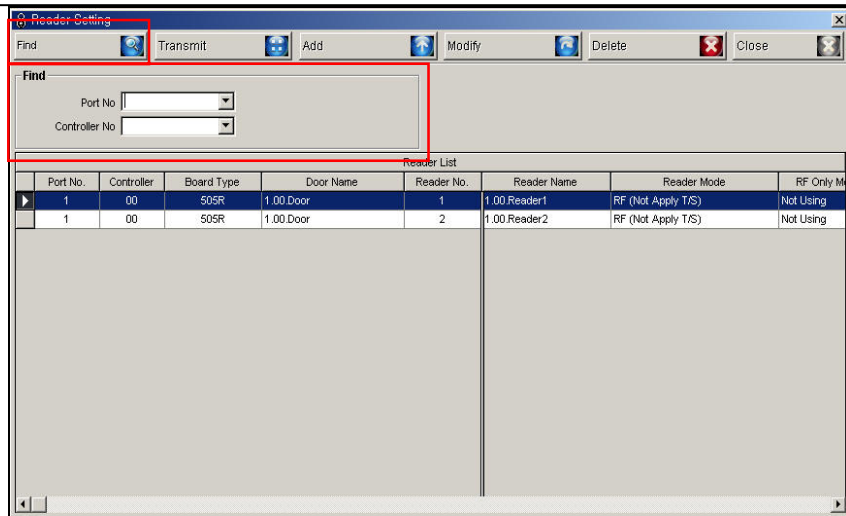
Door/Reader definition explains door and reader data. Door and reader are connected to each controller. Therefore, S/W needs to be defined regarding the door and reader data to control event occurrence and controller.

■ Start

Select Set Up->Door/Reader Definition or press Ctrl+C button on keyboard.

■ Find

Find is used to get relevant information pertaining to the inquiry when information is available. It is used to edit and delete the existing data information.

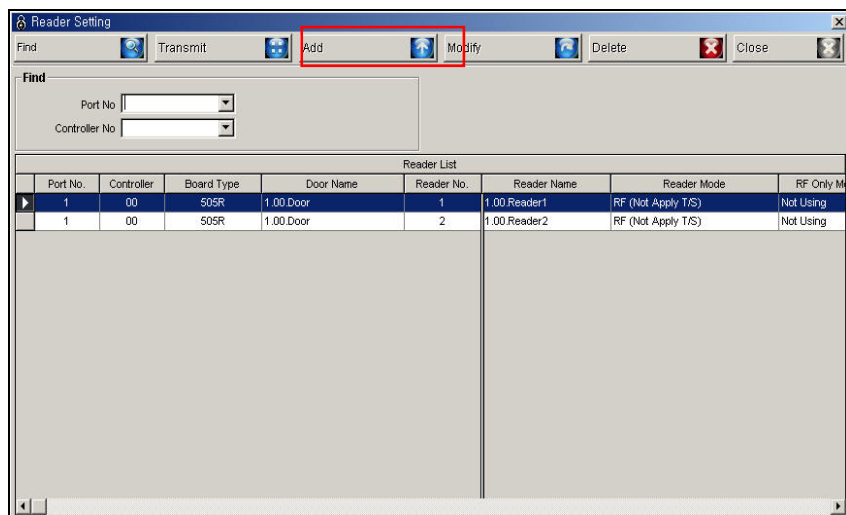


- 1) Select Loop No. and Controller No. as appropriate.
- 2) Select Find to make an inquiry. If inquired result is available, the following screen appears.

If find has no specific parameters, it will display the entire information

■ Add

Add is used to create new data. Select Add to add Door/Reader data through the input screen.



- 1) Select Add button and the following screen appear.

- 2) Select Loop No. and Controller No.
- 3) Anti-Passback is configured. (For detailed explanation, refer to chapter 4 STARWATCH DUAL PRO I™ initial setup)
- 4) Input Door Info with area, floor, and name. Area and floor data is according to current installed access doors. (Configure the area/floor of access door through Database->Area/Floor Definition)

For Door Name, input easily identified name for definition.

- 5) Access door contact type and lock type is optional.
- 6) Select Duress Mode if to be used, and input a 2-digit password to use Duress.
- 7) Input data for Reader (In) and Reader (Out).

For Reader Name, input easily identified name for definition.

For Reader Mode, select whether using card ID or card + pw for operation. (You will need keypad reader to use this setup)

For all time schedules upon selecting card + pw ID selection, you can configure to use depending on time to use card ID or card + pw ID in specified time to change automatically. (This function is connected to time schedule; for detailed explanation, refer to chapter 4 STARWATCH DUAL PRO I™ initial setup)

- 8) Select Save button to save.
- 9) Select Transmit button to transmit setup data to controller for Antipassback Set up, Duress Mode, Reader Mode and Reader Mode Time schedule.

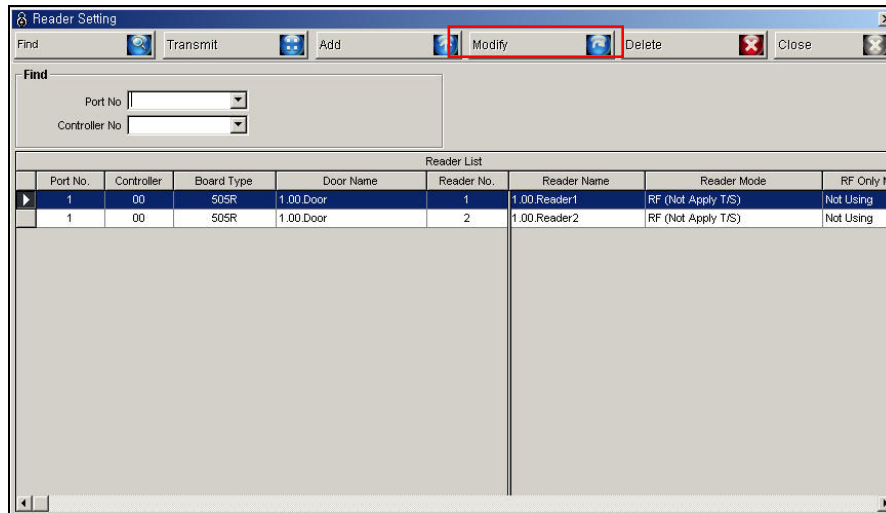
When setup is performed for all controller, program, and related data, it is not active until transmitted to controller. It is possible the transmit function may not work properly.

- 10) Select Close button to finish.

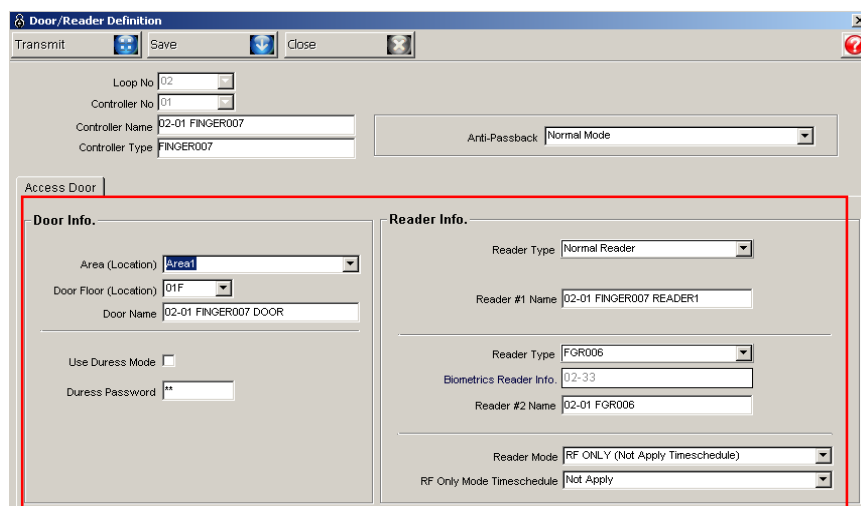
■ Modify

Modify is used to change existing data. Find data to modify or to change registered reader category.

Selected data is displayed as below figure in highlighted bar.



- 1) Select Modify to see the following screen. The Reader/Door Definition is equal to registration screen. However, the Loop No and Controller No cannot be modified.



- 2) Modify category that needs changing. Once completed, select Save button to save modified data.
- 3) Select Transmit button to send setup data to controller.

When setup is performed for all controller, program, and related data, it is not active until transmitted to controller. It is possible the transmit function may not work properly.

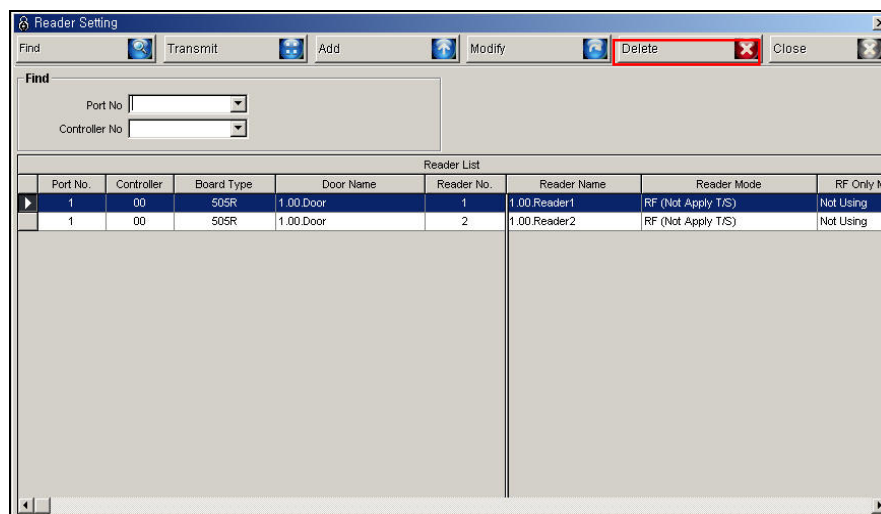
Complete all initial setup and reboot the program, and make certain communication is established before using transmit function.

4) Select Close button to finish.

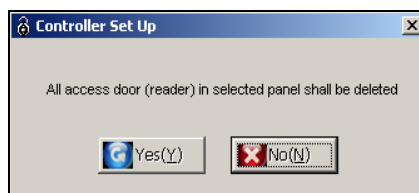
■ Delete

Delete is used to delete existing data. Find data to delete or to delete registered data.

Selected data is displayed as below figure in highlighted bar.



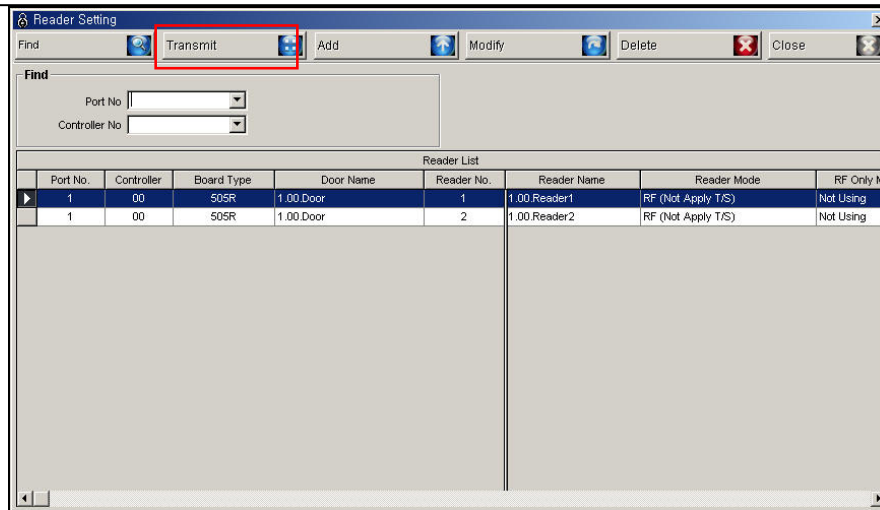
1) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



■ Transmit

This function is used to send the setup functions to the controller for activation. Use Find to search for data transmit or select the data from the registered reader categories to send.

Selected data is displayed as below figure in highlighted bar.



- a. Select Transmit button. This will send the selected data to the corresponding Controller No for application.

If an error does occur, detailed explanation is displayed in a message box.

In this case, retransmit the data, but if the error continues, check the communication and controller for problems.

Input/Output Definition

In/Output Definition configures signal activation for specific outputs when an input signal occurs. It also sets how long in seconds the output signal will activate.

It is also possible to setup a user preferred text display, when an input signal type occurs.

Depending on Input/Output controller type setup, the data in reference to Input/Output signal using controller default value is automatically created and stored in the database.

For this reason, the user does not have to Add or Delete, but the Input/Output signal, activated time, and point of input can be modified and transmitted.

Input/Output data are automatically selected based on controller type entered from controller set up.

This data is registered by default setting value of controller. Only modification is available to change setting value of input/output and download modified data to control.

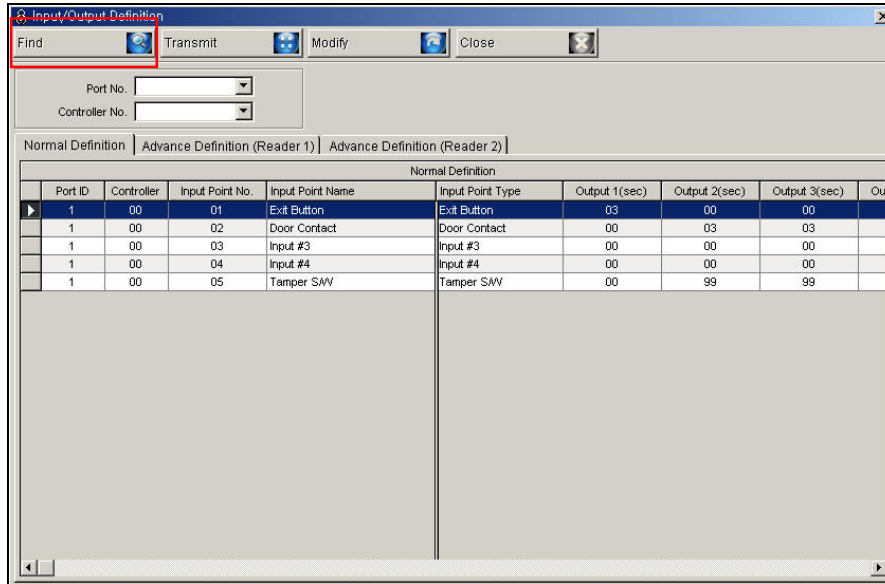
Refer hardware manual to setting default value for input/out based on controller type.

- Start

Select Set Up->Input/Output Definition List or press shortcut key Ctrl+E.

Find

Find is used to get relevant information pertaining to the inquiry when information is available. It is used to edit and delete the existing data information.



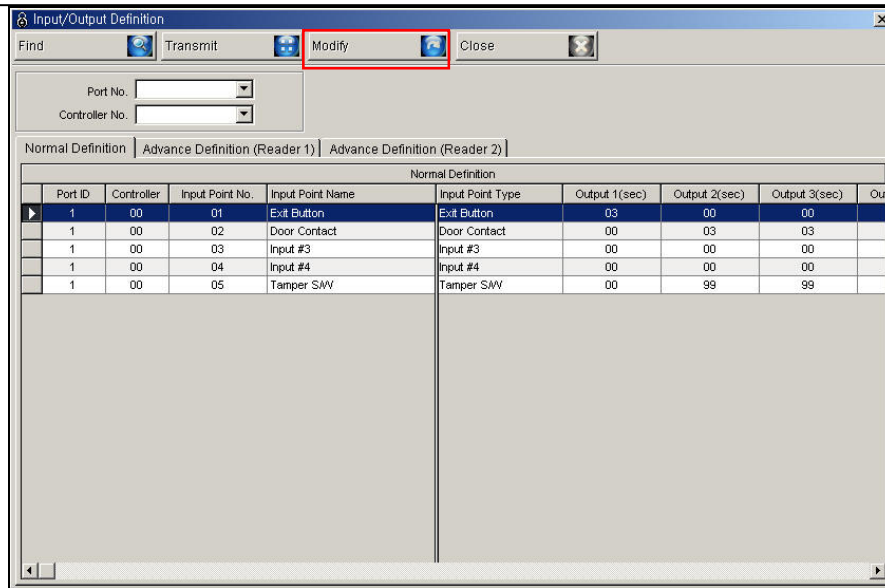
- 1) Select Loop No. and Controller No. as appropriate.
- 2) Select Find to make an inquiry. If inquired result is available it will display the results.

If find has no specific parameters, it will display the entire information

Modify

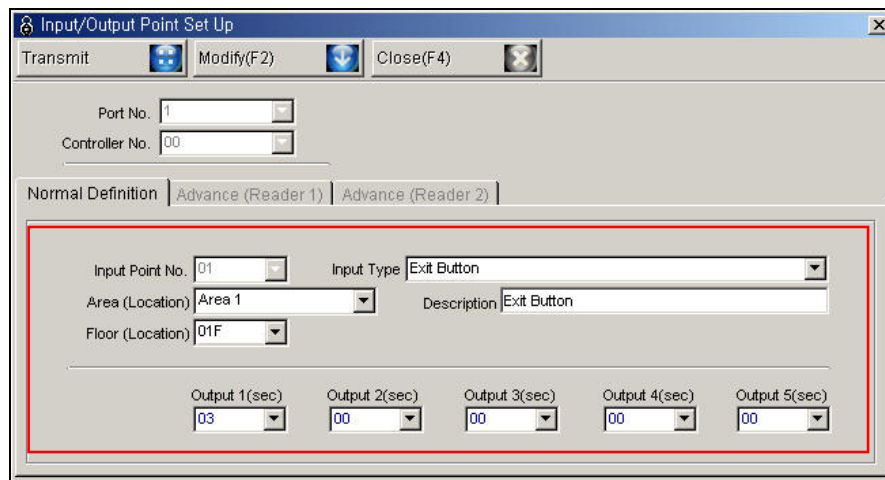
Input/Output Point is automatically setup in default value depending on controller type. However, if the user modifies the Input/Output status, you can activate the Point differently.

Select the Input Point of the controller to be modified. Selected data is highlighted.



- 1) Select Modify button.
- 2) Input Point sets which outputs of the controller occur from receiving the input signal from the controller.

Also, when an Input Point type and corresponding Input Point occurs, the text display and specified time of signal occurrence success or failure can be setup.



- 3) Select Area and Floor Location. Selecting the location of input signal occurrence lets the user check where the event location occurred.
- 4) For Input Point name, input the letters displayed in the event window that corresponds to the input signal occurrence.
- 5) Decide which outputs will activate in Output 1-5, when an input signal occurs. The input value for the Output is setup in seconds.

00 sec for input will result in no signal for the corresponding output. Selecting from 01-99 sec will let the output activate for specified seconds.

- 6) Select Save button to save.
- 7) Select Transmit to send to controller.

When setup is performed for all controller, program, and related data, it is not active until transmitted to controller. It is possible the transmit function may not work properly.

- 8) Select Close button to finish.

Normal setting defines input from other controllers which are connected to controller can be changed by user. However, some of specific setting input values are fixed as exit and door contact depends on controller type. (Refer hardware manual for detail)

Advanced set-up does not accept signal from other controllers selected by user. Because advanced set up is fixed for internal input signal, specific value must be received.

Therefore, Input type or name can not be entered when user modifies advanced set up.

Modification of advanced set up allows changing activation time based on input signal

In/Output Time schedule & Signal Type

Configure the Time Schedule of Input/Output Point activation. This is connected to the Time Schedule, and the user can modify the signal occurrence of Input/Output Point.

Basically, controller create signal for all inputs when it receives input signal. Moreover controller create output signal when any output signal is received.

However, input and output signal can be controlled by time schedule. User may be able to activate input/output only based on time schedule.

This function applied for connecting sensor in case of input, for connecting door lock in case of output.

If you connect the sensor in specific input relay, and if it occurred event anytime, day and night detecting the situation.

This case, surplus of event cause slowing the processing, which cause that the useless information would be stored.

If you set the time schedule for input point connected sensor, such as 08:00~18:00 which will not operate during set time. Sensor works during 18:01~07:59. Except above time, the event will not occurred, even the sensor works.

In case of output, if you connect the door lock to certain output, depending on the output status, which keep the continuously lock or release.

During the working hours (such as day time), you can set the door to be open, after working hours, the door automatically locks. If the registered card is presented after the working hours, the door opens once.

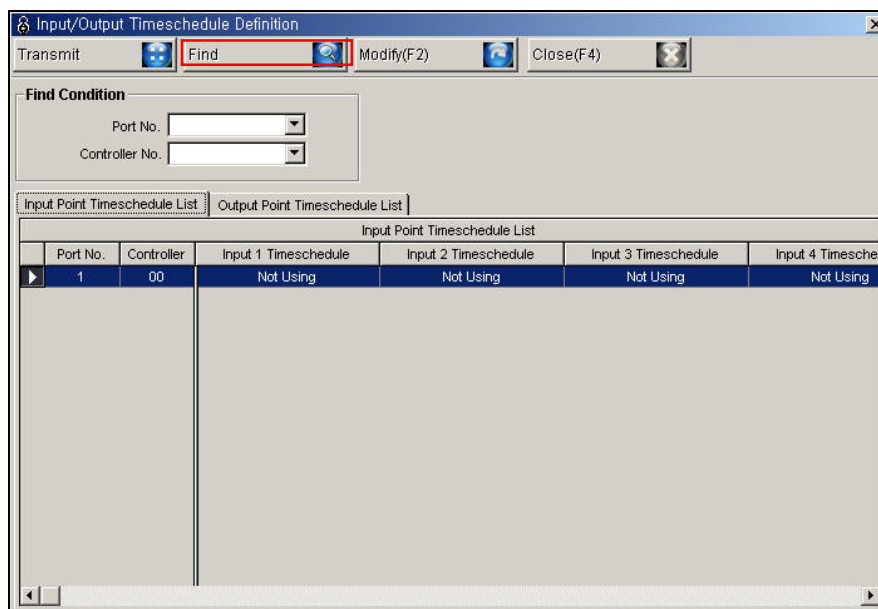
In case output, within the time schedule, keep unlock, except this time, keep the lock the door.

- Start

Select Set Up->Input/Output Definition List or press shortcut key Ctrl+E.

- Find

Find is used to get relevant information pertaining to the inquiry when information is available. It is used to edit and delete the existing data information.

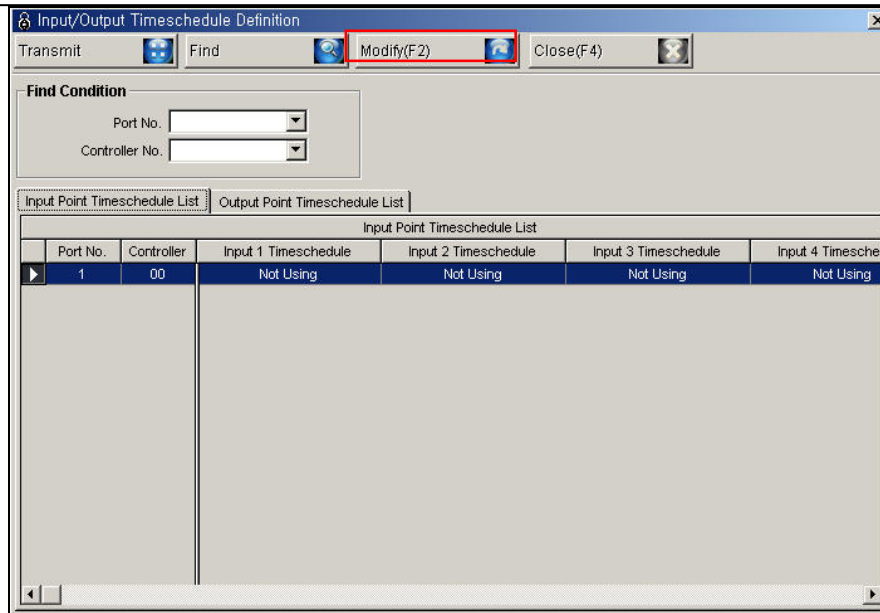


- 1) Select Loop No. and Controller No. as appropriate.
- 2) Select Find to make an inquiry. If inquired result is available it will display the results.

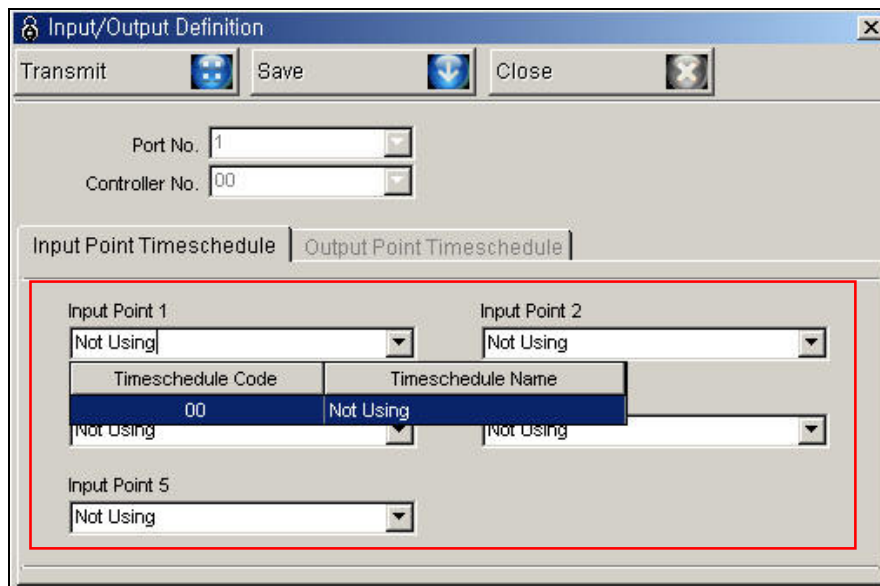
If find has no specific parameters, it will display the entire information

- Modify

Select the Input Point of the controller to be modified. Selected data is highlighted.



- 1) Select Modify button.



- 2) Selecting the DropDownCombo of corresponding Input Point will display the contents setup in Time Schedule. Select the time schedule to apply.

Default value for Time schedule content means it will not be applied. However, when an input occurs the signal is taken care of at that moment with a result of event.

- 3) Select Save button to save.
- 4) Select Transmit button to send to controller.

When setup is performed for all controller, program, and related data, it is not active until transmitted to the controller. It is possible the transmit function may not work properly.

- 5) Select Close button to finish.

Output Point Time Schedule setup method and Input Point setup method is identical.

Selecting the Drop Down Combo of corresponding Input Point will display the contents setup in Time Schedule. Select the time schedule to apply, then select Save and Transmit button to configure.

You can configure signal handling method of controller, if the Input Point Type connected input controllers (Exit, Contact, Sensor, etc..) signal is NO or NC.

Selecting the Drop Down Combo of corresponding Input Point will display the NO and NC contents. Select the value to apply then select Save and Transmit button to configure.

Global Antipassback

Global Antipassback is used to grant access card only when cardholder go in by In-door and go out by Out-door in more than one door system. To set Global Antipassback, it is required to set Antipassback Enable in Door/Reader Setup.

- Start

Click System -> Global Antipassback menu.

- Find

Find is used to get relevant information pertaining to the inquiry when information is available. In Access right List, door group information which applied of Global Antipassback. In Door List by Group, the information of door information.

Global Antipassback Setup

Find APB Flag Clear Add Modify Delete Close

Find Condition

Group Code:

Group Name:

Apply	Group Code	Group Name
<input checked="" type="checkbox"/>	001	GAPB
<input checked="" type="checkbox"/>	002	sdf

Apply	Area	Floor	Door Name
<input checked="" type="checkbox"/>	001	01F	02-02 FINGER007 DOOR
<input checked="" type="checkbox"/>	001	01F	02-03 FINGER007 DOOR
<input checked="" type="checkbox"/>	001	01F	02-04 FINGER007 DOOR
<input checked="" type="checkbox"/>	001	01F	01-01 505R DOOR
<input checked="" type="checkbox"/>	001	01F	01-02 505R DOOR

- 1) Please input group code, group name according to the condition.
- 2) Please click Find button to search. If there is data, searched data will be displayed.

If there is no condition filled, all the data will be displayed.

■ Add

Add button is to create new data. To register Global Antipassback, please click Add button and input data.

- 1) Please Click Add button. Global Antipassback Definition form will be popped up.

Global Antipassback Definition

Apply APB Flag Clear Close

APB mode of Controllers has to be set as Zone APB for using Global APB.
In accordance with this Global APB rule, You must include at least 2 access doors for Global APB.

Global APB Group Code:

Global APB Group Name:

Global APB Activity: ☐

Area	Floor	Access Door
Area1	01F	02-01 FINGER007 ...
Area1	01F	02-02 FINGER007 ...
Area1	01F	02-03 FINGER007 ...
Area1	01F	02-04 FINGER007 ...

>> <<

Area	Floor	Access Door
------	-------	-------------

- 2) Please input Global Antipassback group code and Global Antipassback group name. In the left side List, door information which will be applied of Antipassback will be displayed. Please move door information using >> button to Selected Global APB Door.

To apply Global Antipassback, it required to check Global APB Activity.

- 3) After all setting has finished, please click Apply button. If Completed button pops up then click Close button.

■ Modify

Please select GAPB group which will be modified.

- 1) Please select Global Antipassback group which will be modified and click Modify button. Global Antipassback Definition form will be popped up.

Global Antipassback Setup

Find: APB Flag Clear

Find Condition

Group Code:
 Group Name:

Access Right List		
Apply	Group Code	Group Name
<input checked="" type="checkbox"/>	002	sdf
<input checked="" type="checkbox"/>	003	GAPB 3

Door List By Group			
Apply	Area	Floor	Door Name
<input checked="" type="checkbox"/>	001	01F	01-01 505R DOOR
<input checked="" type="checkbox"/>	001	01F	01-02 505R DOOR
<input checked="" type="checkbox"/>	001	01F	02-01 FINGER007 DOOR
<input checked="" type="checkbox"/>	001	01F	02-02 FINGER007 DOOR
<input checked="" type="checkbox"/>	001	01F	02-03 FINGER007 DOOR
<input checked="" type="checkbox"/>	001	01F	02-04 FINGER007 DOOR

- 2) Please select the door which you want to modify and click >> or << button to apply or delete. If you don't want to apply Global Antipassback, please uncheck Global APB Activity.
- 3) Please click Apply button after all modification has finished. Completed message will be popped up and click Close button.

Global Antipassback Definition

Apply

APB mode of Controllers has to be set as Zone APB for using Global APB.
In accordance with this Global APB rule, You must include at least 2 access doors for Global APB.

Global APB Group Code: 002
 Global APB Group Name: sdf
 Global APB Activity: ☒

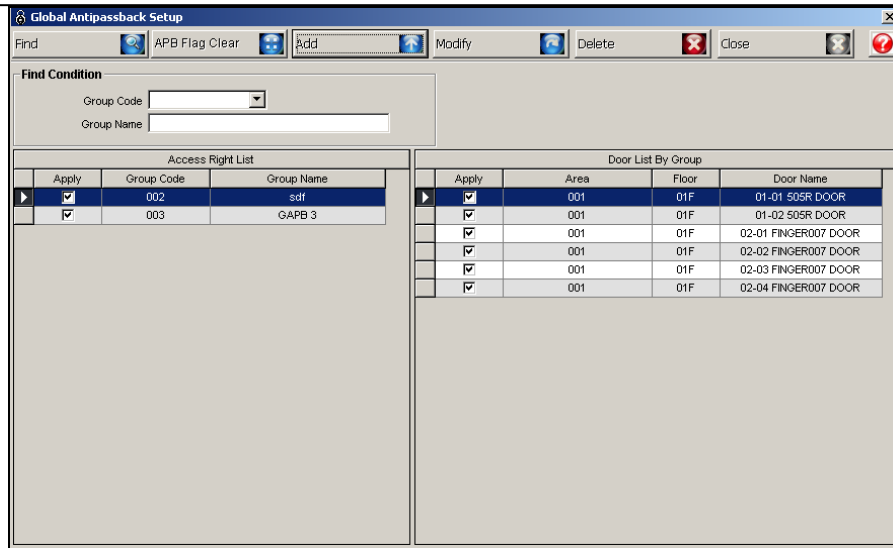
Available Door (By Zone APB)			Selected Global APB Door		
Area	Floor	Access Door	Area	Floor	Access Door
			01a	01F	01-01 505R DOOR
			01a	01F	01-02 505R DOOR

Completed

■ Delete

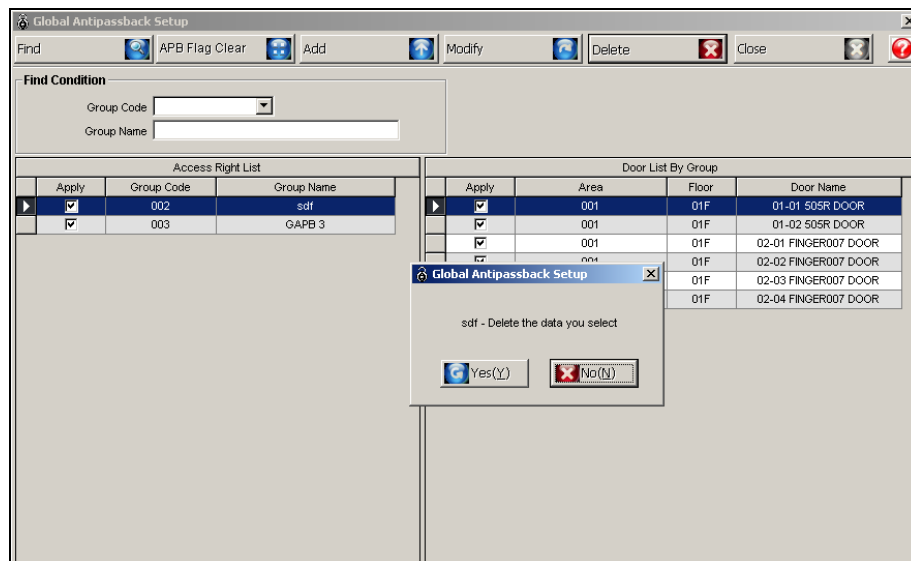
This is to delete Global APB information which is already registered.

- 1) Please select Global APB group which will not be used any more.



2) Please click Delete button.

3) If 'GAPB-Delete the data you select' message pops up, please click Yes button. Global APB which was registered will be deleted.



System Management (Set Date & Time)

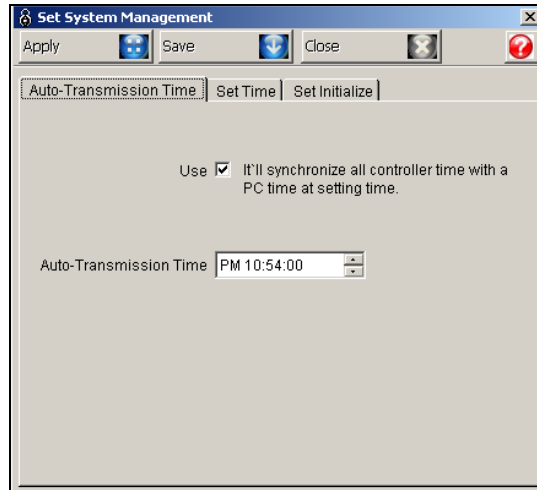
This function resets the controller clock and date in controller. In general, initial installation of controller result in incorrect time data. Use this function to modify date and time.

■ Start

Select Set Up->System ->Set Time or press shortcut key Ctrl+G.

■ Setup

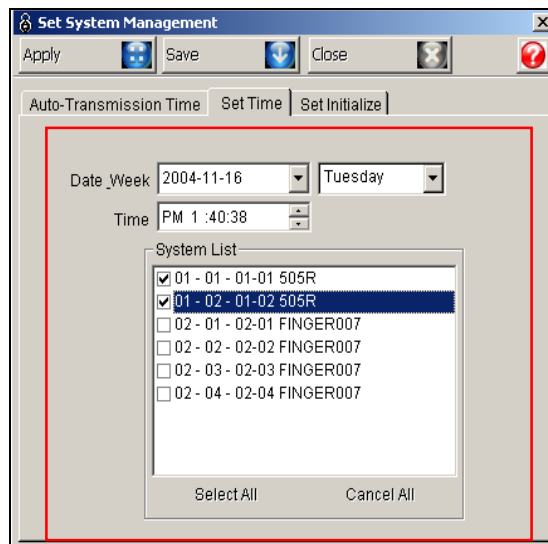
1. Auto-Transmission Time



This function will download the time on computer once a day not to have time difference between time on computer and controller.

When many numbers of controllers are connected, the controller may not show the same time with computer and this function will adjust this kind of differences.

2. Set Time



- 1) Change Date, Week, and Time value. (Displayed default value is time and date of the P.C.)
- 2) Select System List to define which controller to transmit to.
- 3) Select Transmit button to complete setup.

System Initialize

This function is used to setup default status for all stored data or specified part in controller.

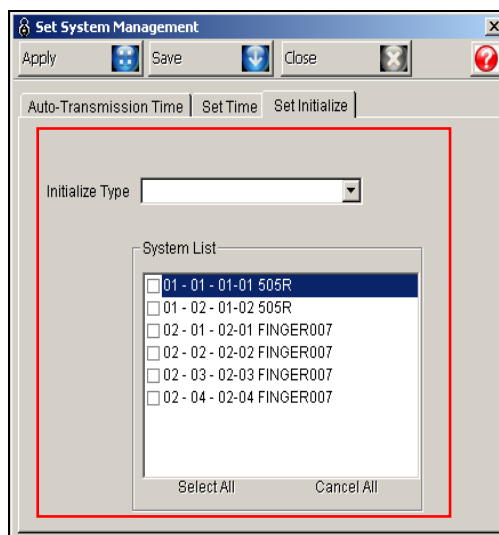
System Initialize is differentiated as System Initialize, Card Data Initialize, Event Data Initialize, and Time Schedule Initialize.

- System Initialize: Setup of all stored data in controller to default value.
- Card Data Initialize: Setup of stored card data in controller to default value.
- Event Data Initialize: Setup of stored event data in controller to default value.
- Time Schedule Initialize: Setup of stored time schedule and work holiday data in controller to default value.

■ Start

Select Set Up-> System ->System Initialize or press shortcut key Ctrl+H.

■ Setup



- 1) Select Initialize Type.
- 2) Select the System List to initialize.
- 3) Select Transmit button to initialize.

You must verify all Initialize Type, before activating it. Also, use the function with caution, because the data will be modified in this function.

MasterCard Management

MasterCard is used to change controller as setup mode. By verifying Mastercard, user can setup all functions in controller.

And Mastercard Management is to transmit Mastercard to controller. Before transmission, card must be registered in Cardholder menu.

- Start

Select Setup -> System -> Mastercard Management

- Import Cardholder

Import Cardholder is used to get the relevant Mastercard information from cardholder management list.

- 1) In Mastercard Management form, there are 'Import Cardholder', 'Transmit', 'Save' buttons. 'Import Cardholder' is to import cardholder from Cardholder Management form to set as Mastercard. 'Transmit' button is to send imported data to controller. 'Save' button is to save imported card data as Mastercard.

And there are 2 tabs 'Fingerprint Recognition System List' and 'System List'. 'Fingerprint Recognition System List' is to send Mastercard to FINGER007, FINGER006. This controllers require fingerprint data to set as Mastercard. And 'System List' is to send Mastercard to 505R, FGR006, ICON100. This controllers don't require fingerprint data.

- 2) Click Import Cardholder button and Cardholder Management form will be popped up. Please select the card you want to set as Mastercard and click Import button or double click the selected line.

Card Holder Management

Find: Import

Find Condition

Company: Department:
 Employee No.: Access Group:
 Name: Sort By:
 Card No.: Sort Order:

Employee No.	Name	Card No.	Mifare Card No.	Company	Department
25500001	25500001	25500001		company	
25500002	25500002	25500002		company	
25500003	25500003	25500003		company	
25500005	25500005	25500005		company	

SSDBGrid1

25500001
25500001
company

- 3) Message like below will be popped up. This is to inform user that selected card will be deleted from the Cardholder Management form. If you want to delete the selected card and import the data, click 'Yes'. Otherwise click 'No'. If you click 'No' button, selected card will not be imported to the Mastercard Management form.

Card Holder Management

Selected card No will be deleted from CardHolder List when import the Card No from CardHolder List.

- 4) If you click 'Yes' Mastercard Management form will be disappeared and card information will be imported to the Mastercard Management form like below.

MasterCard Management

Import Cardholder

Company: Name:
 Card No.: Mifare Card No.:
 Password: Remark:

Select

Fingerprint Recognition System List

System List

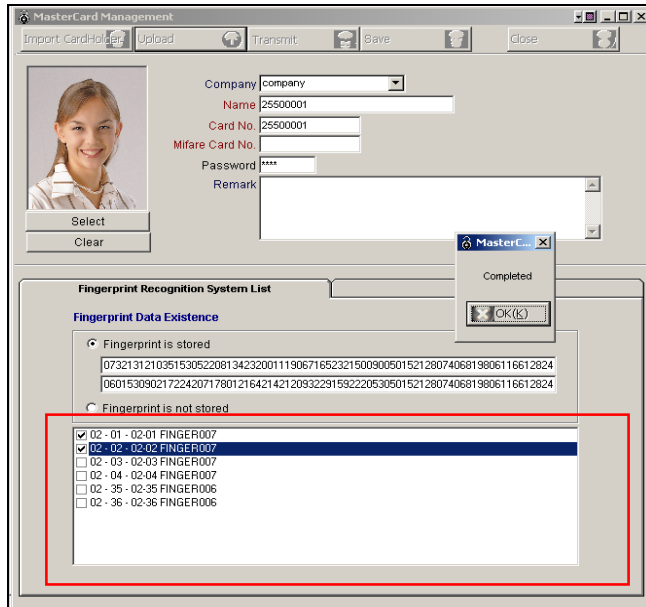
Fingerprint Data Existence

☒ Fingerprint is stored
 07321312103515305220813423200111906716523215009005015212807406819806116612824
 06015309021722420717801216421421209322915922205305015212807406819806116612824

☐ Fingerprint is not stored

☒ 02-01-02:01 FINGER007
☐ 02-03-02:03 FINGER007
☐ 02-04-02:04 FINGER007
☐ 02-35-02:35 FINGER006
☐ 02-36-02:36 FINGER006

- 5) Before transmission click save button to save imported data as Mastercard and select the controller you want to transmit. Click Transmit button to transmit card data to controller. After all the process has completed, 'Completed' message will be popped up.



- 6) As like 'Fingerprint Recognition System List', you can import and transmit in 'System List'.

Dial-Up Connection

Dial-Up Connection uses standard phone line to connect to a remote controller for communication. External modems are required for each site at remote and host to connect by phone line.

Also, Dial-Up Connection Management can be used to manage multiple location registration, and when needed initiate the location's remote controller and communication.

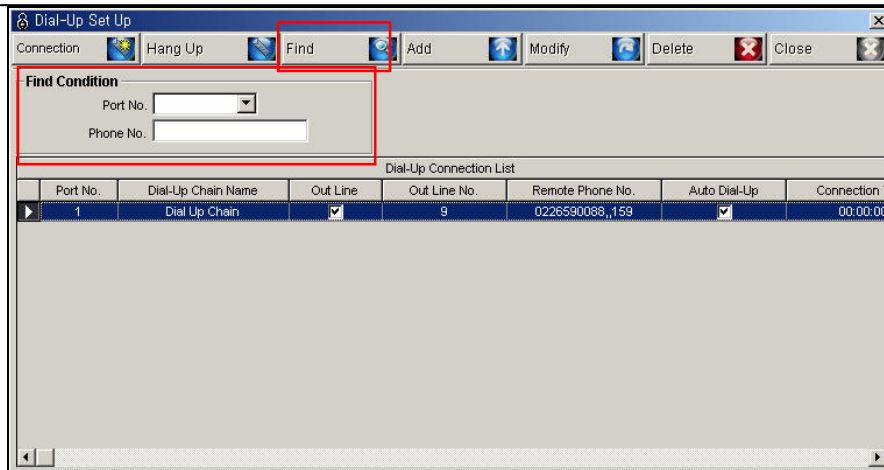
Refer to chapter 8 (STARWATCH DUAL PRO I™ Dial-Up Communication) for detailed information.

■ Start

Select System->System Management->Dial-Up Connection List or press shortcut key Ctrl+G.

■ Find

Find is used to get relevant information pertaining to the inquiry when information is available. It is used to edit and delete the existing data information.

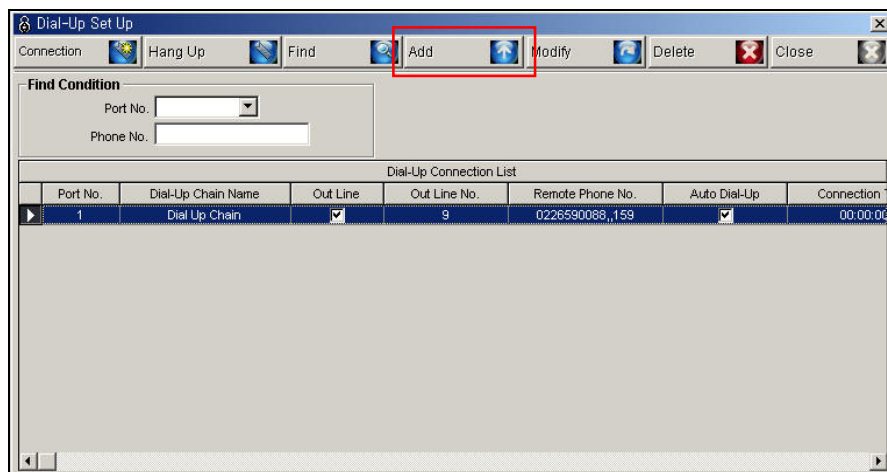


- 1) Input Find Condition
- 2) Select Find to make an inquiry. If inquired result is available, the following screen appears.

If find has no specific parameters, it will display the entire information

■ Add

Add is used to create new data. Select Add button to add Dial-Up Connection area data through input screen.



- 1) Select Add button and the following screen appear.

- 2) Select Loop No. You can only select the port that was configured for Dial-Up Connection.
- 3) Input Dial-Up Chain Name.
- 4) Check mark Out Line if setup, and input Out Line No.
- 5) Input Remote Phone No. connected to remote modem.
- 6) Check mark Auto Dial-Up Connection if setup, and configure connection and disconnection time.

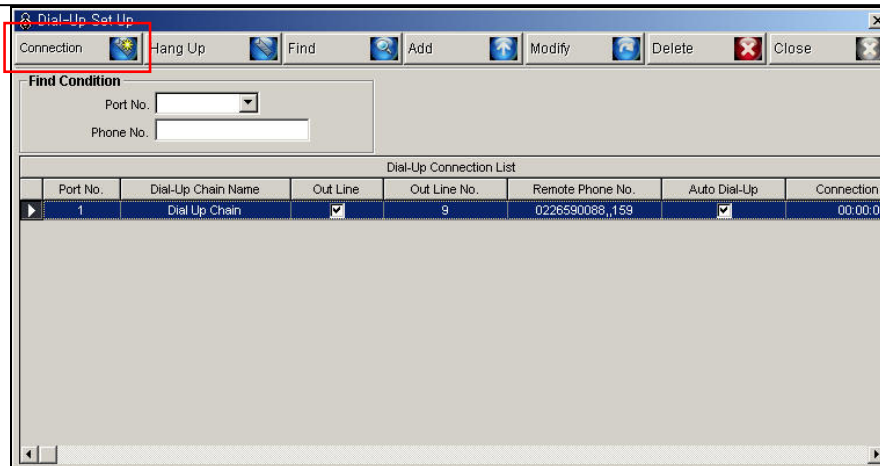
When configuring Auto Dial-Up connection, you must verify the connection and disconnection time does not overlap in multiple locations. This will cause abnormal operation.

- 7) Select Save button to save input data. Select Close button to finish.

In Dial-Up Connection, connection failure can be frequent depending on the phone line and modem status. This is a special characteristic occurrence, and it is possible for 2-3 reattempts before normal connection is established.

■ Dial

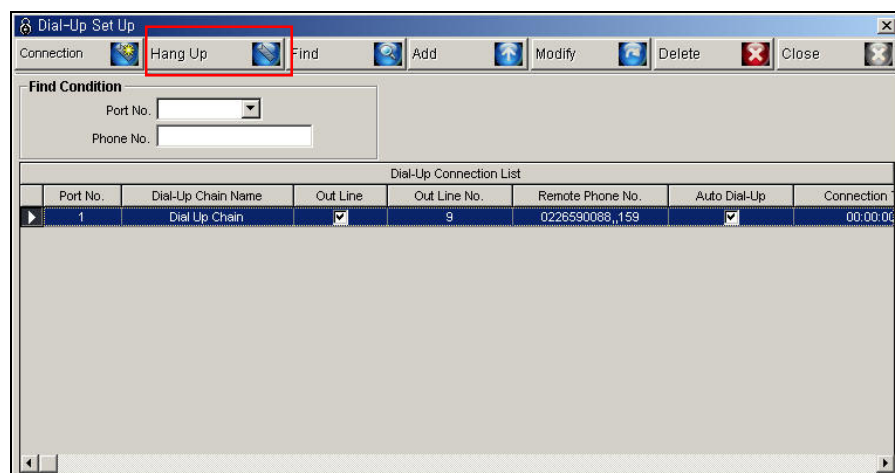
Dial can be used in Dial-Up Connection List, Add, and Modify screen, but we recommend use as possible in the Dial-Up Connection List screen.



1) Use Find to locate connection or select from Dial categories to connect. Selected location is highlighted.

2) Select Dial for connection attempt.

■ Hang Up

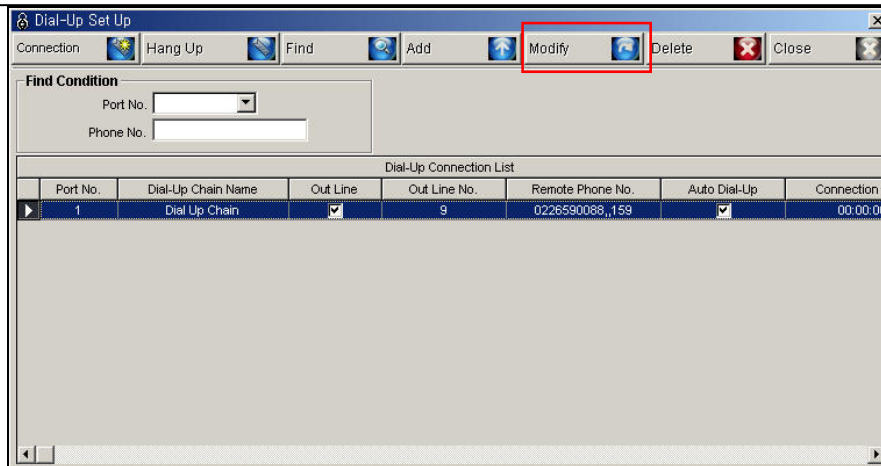


1) Select current established connect location.

2) Select Hang Up to disconnect.

■ Modify

Modify is used to change existing data. Find data to modify or to change registered content.



- 1) Select data to Modify, then select Modify button.

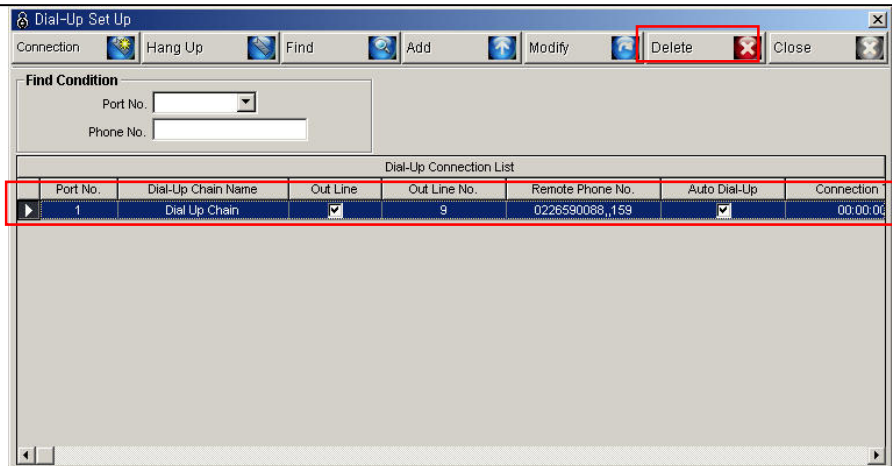


- 2) Select Save button after data is modified to save.
- 3) Select Close button to finish.

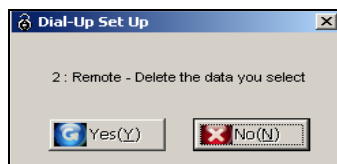
■ Delete

Delete is used to delete existing data. Find data to delete or to delete registered content data.

Selected data is displayed as below figure in highlighted bar.



- 1) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



Map Definition

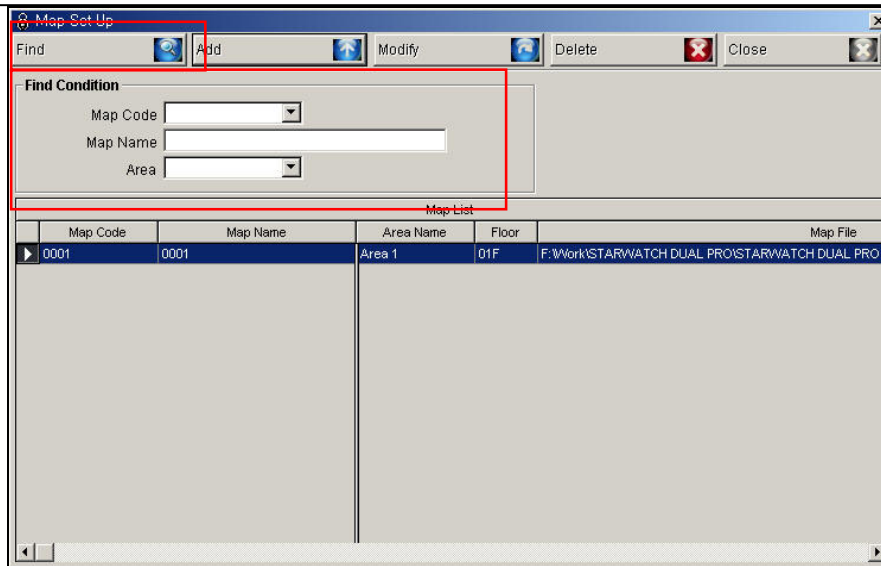
This sets the map of each floor using the area/floor as basis. Door and sensor location can be designated on the map. This lets the user see which location the event occurred by the setup of the map to be displayed automatically, when the event occurs at the time.

- Start

Select Set Up->Map Definition or press shortcut key Ctrl+R.

- Find

Find is used to get relevant information pertaining to the inquiry when information is available. It is used to edit and delete the existing data information.

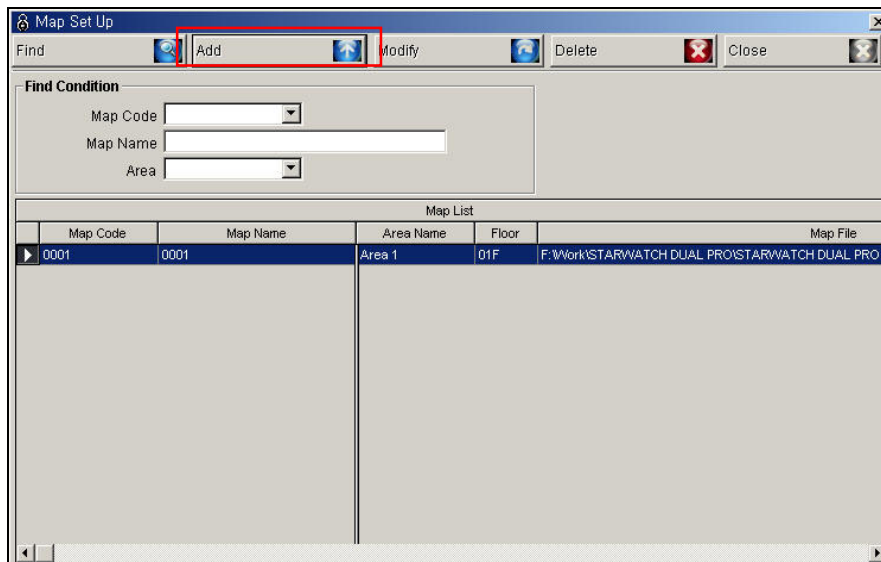


- 1) Input or select Find condition.
- 2) Select Find to make an inquiry. If inquired result is available, the following screen appears.

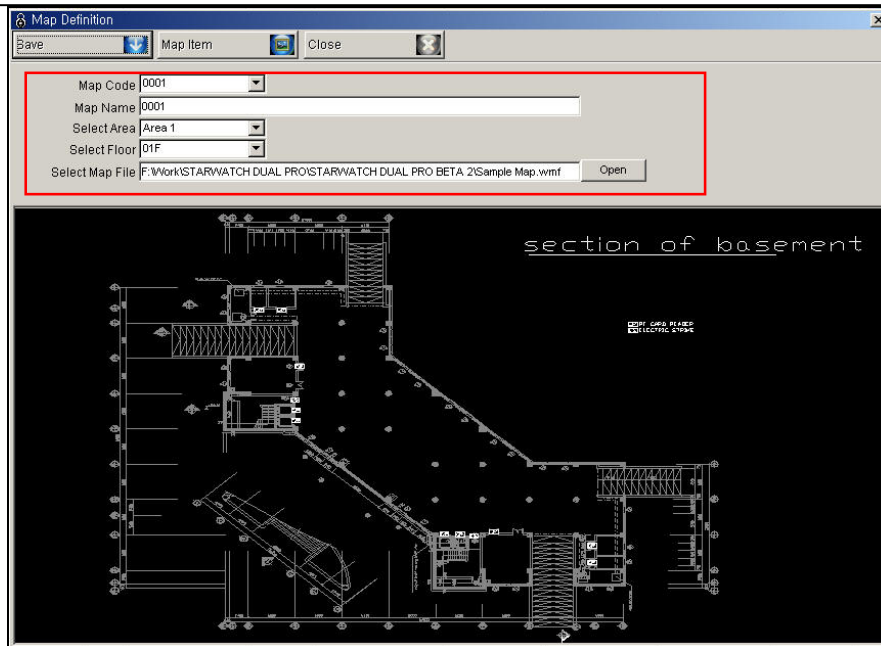
If find has no specific parameters, it will display the entire information

■ Add

Add is used to create new data. Select Add to input data of new map through the input screen.



- 1) Select Add and the screen below appear.

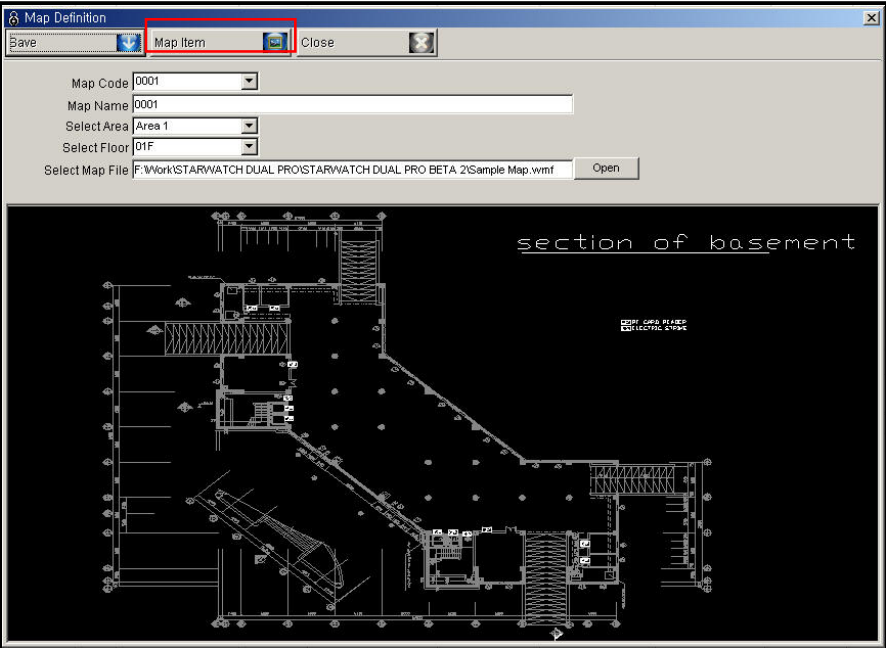


- 2) Input Map Code and Map Name.
- 3) Select Area and Floor for the location to be implemented.
- 4) Select Map File. User can select file as bmp, jpg, wmf and can check the image file as shown above before applying.
- 5) Select Save button to save data.

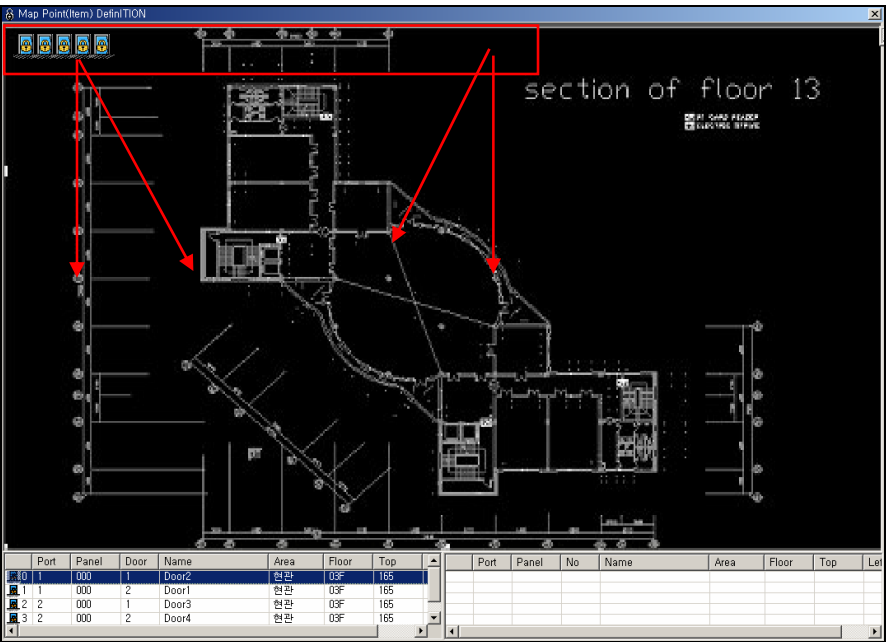
■ Map Item Setup

This function configures access door and sensor for the setup area/floor location. This sets the sensor and access door location to be displayed on the real map to check status of sensor.

- 1) Select Map Item button.



2) The following screen displays.

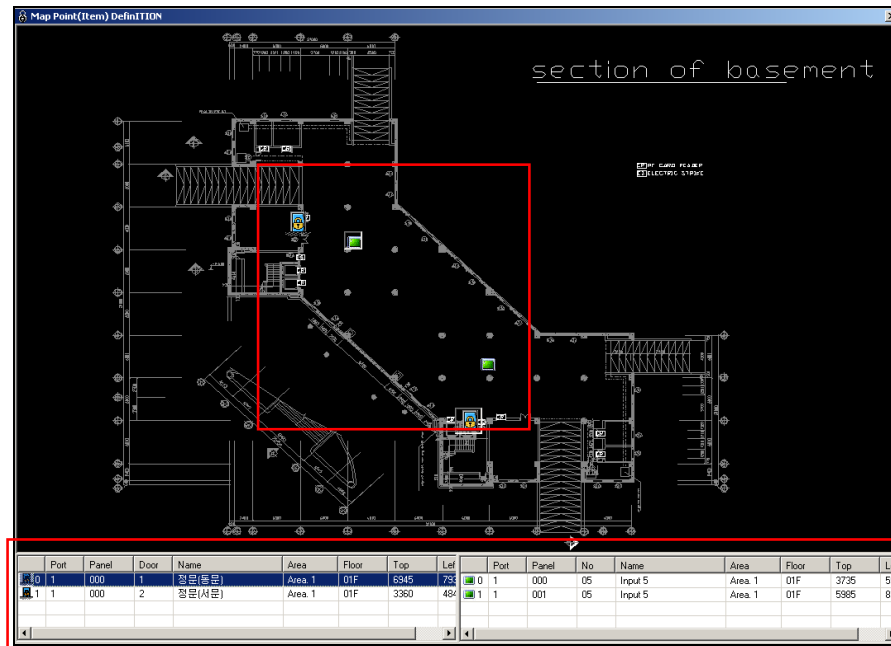


The display of map setup is identical to real map in size. Also, as shown above, the current map's corresponding access door and sensor is displayed as an icon.

The door and sensor icon of corresponding map area data is automatically displayed. For a door, the setup of Reader/Door data during registration is used. It uses this data as basis to display the number of icons automatically on the corresponding map.

Sensor uses identical method to display the icons automatically, by setup of the Input/Output Point setup.

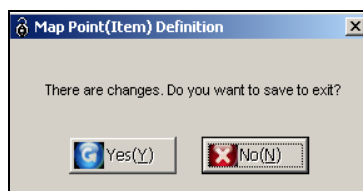
- 3) Use the mouse to select and drag the door and sensor icon to the desired location. (Hold down the mouse button to drag, and release the button to set)



Locate the door and sensor icon with the mouse pointer, and the door and sensor name is displayed by tool tip. At the bottom displays the controller connected to the current door and sensor, along with data including names and location.

Use the above data as basis to control the location of doors and sensors.

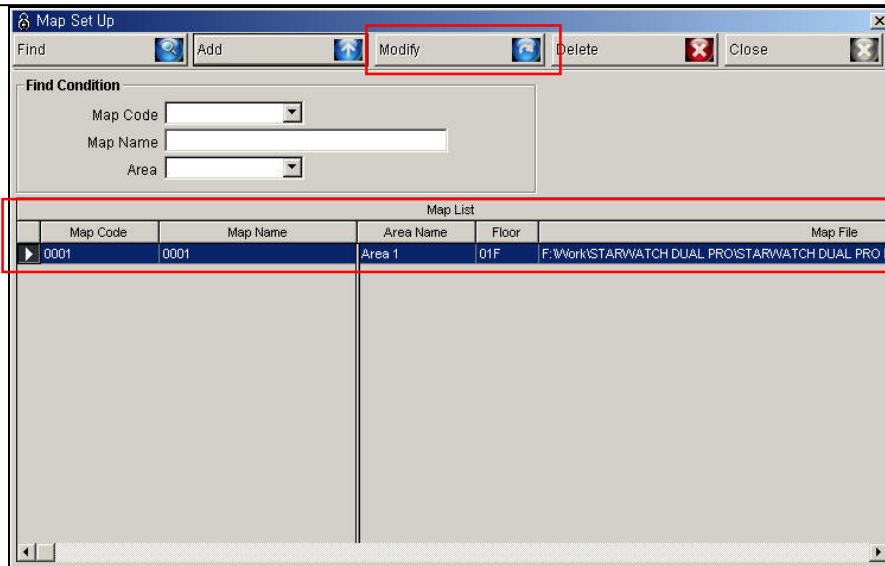
- 4) If re-location of the icon is completed, then select (X) on the right hand corner.
- 5) If location was changed, it will display the following message. Select Yes button to save.



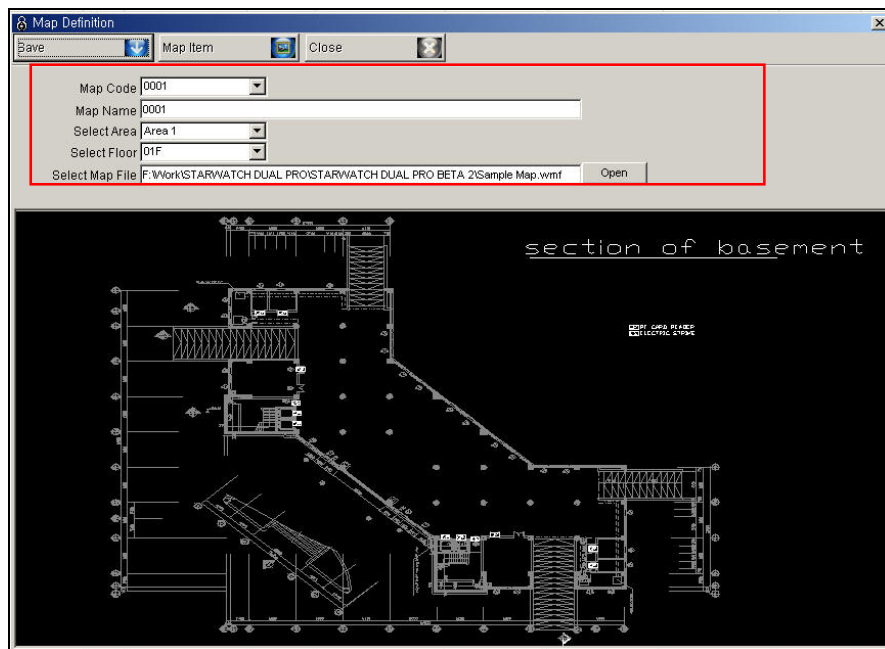
■ Modify

Modify is used to change existing data. Find data to modify or to change registered content.

Selected data is displayed as below figure in highlighted bar.



- 1) Select Modify button and the following screen appear. This screen is identical to register screen. Map Code cannot be modified in this mode.

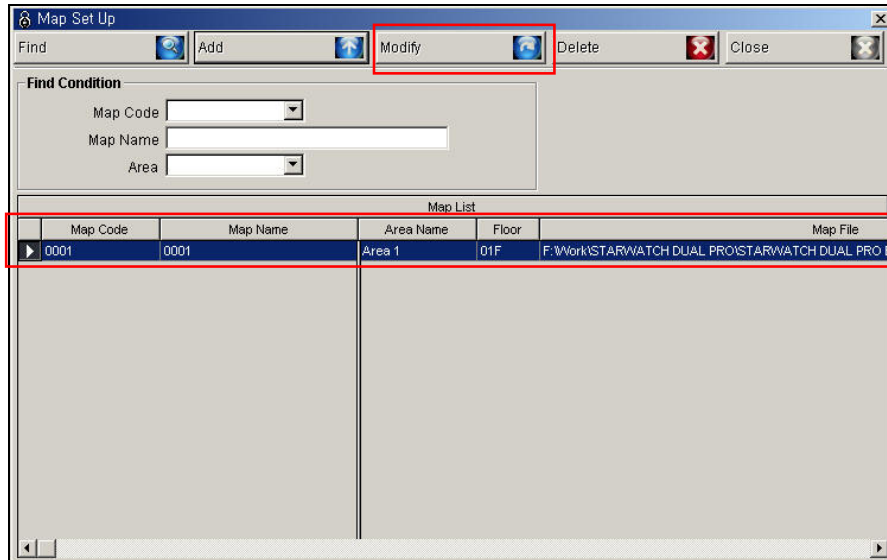


- 2) Modify Data.
- 3) Select Save button to save.
- 4) Select Map Item button to setup location. Once completed, select Close button to finish.
- 5) Select Close button to finish.

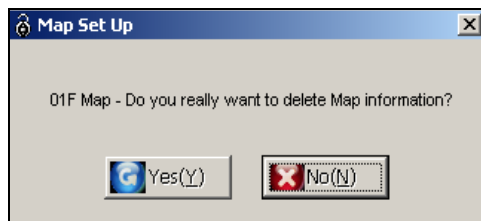
■ Delete

Delete is used to delete existing data. Find data to delete or to delete registered content data.

Selected data is displayed as below figure in highlighted bar.



- 1) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



Database

Database menu contains functions for Company, Department, Title, Area Data, User Management, Database Management, and Access Control Option. It is recommended to input all data if possible, because they are used as basis in initial input data for Access Control and Time & Attendance.

Area/Floor Definition

Area/Floor configuration is used for default data creation to distinguish access door, reader, and sensors by installed locations. Multiple buildings can be designated by area, and the floors correlating to the area can be distinguished.

■ Start

Click Database->Area/Floor definition or press Ctrl+P on keyboard.

■ Find

Find is used to get relevant information pertaining to the inquiry when information is available. It is used to edit and delete the existing data information.

The screenshot shows the 'Access Control Area Set up' window. The 'Find' button is highlighted with a red box. Below it, the 'Find' section contains 'Area Code' and 'Area Name' input fields. At the bottom, there are two tables: 'Area List' and 'Floor List'.

Area List	
Area Code	Area Name
0001	Area 1

Floor List	
Area	Floor
Area 1	01F

- 1) Input or select Find condition.
- 2) Click Find to make an inquiry. If inquired result is available, the following screen appears.

If find has no specific parameters, it will display the entire information

■ Add

Add is used to create fresh data. Click Add to input data of area and floor through the input screen.

Access Control Area Set up

Find **Add**

Find

Area Code

Area Name

Area List		Floor List	
	Area Code	Area	Floor
	0001	Area 1	01F
		Area 1	02F
		Area 1	GF

- 1) Click Add and the screen below appear.

Access Control Area Definition

Save

Area Code

Area Name

Select Floor **Add**

Floor List

--

- 2) Input area code. If already registered code is used, it will not register, but only a fresh area code. Do not overlap Area Code.
- 3) Input area name.

Select floor then click Add button. It will show up in Floor List window. Repeat this procedure to add additional floors.

4) If all the floors are added to the area, click Save button to save.

5) Click Close to finish.

■ **Modify**

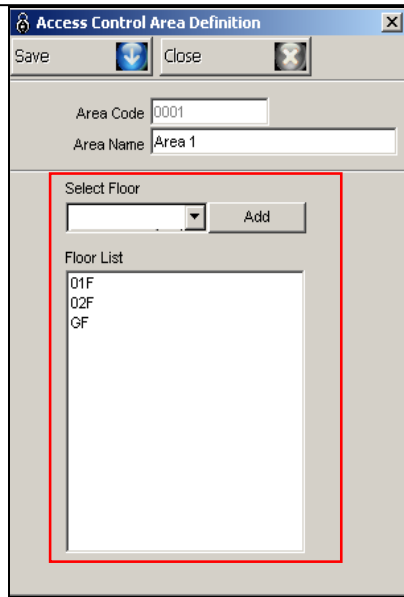
Modify is used to change existing data inputted. Find data to modify or to change registered content.

Selected data is displayed as below figure in highlighted blue bar. Selecting the Area will display the corresponding floors on the right hand side content.

The screenshot shows the 'Access Control Area Set up' window. At the top, there are buttons for Find, Add, Modify (highlighted with a red box), Delete, and Close. Below these is a 'Find' section with 'Area Code' and 'Area Name' input fields. The main area is divided into two tables: 'Area List' and 'Floor List'. The 'Area List' table has columns 'Area Code' and 'Area Name'. The 'Floor List' table has columns 'Area' and 'Floor'. In the 'Area List', the first row (Area Code: 0001, Area Name: Area 1) is highlighted in blue. A red arrow points from this row to the 'Floor List' table. The 'Floor List' table shows three rows: Area 1, 01F; Area 1, 02F; and Area 1, 0F.

Area List		Floor List	
Area Code	Area Name	Area	Floor
0001	Area 1	Area 1	01F
		Area 1	02F
		Area 1	0F

1) Click Modify button and the following screen appears. This screen is identical to register screen. Area Code cannot be modified in this mode.



- 2) Modify Area Name and data by Delete or Add function.
- 3) Click Save button to save data, then click Close button to finish.

■ Delete

Delete is used to delete existing inputted data. Find data to delete or to delete registered content data.

Selected data is displayed as below figure in highlighted blue bar.

Deleting the Area data will also delete the corresponding floor data.

- 1) Click Delete button. The screen below will appear. Click Yes button to delete or No button to cancel.

Company Definition

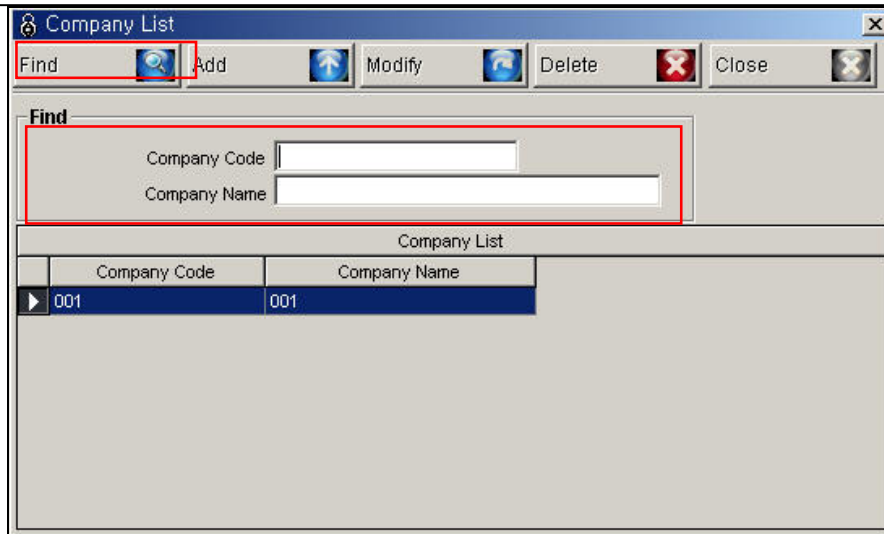
Input company name using the system.

- Start

Select Database->Company Definition or press shortcut key Ctrl+L.

- Find

Find is used to get relevant information pertaining to the inquiry when information is available. It is used to edit and delete the existing data information.

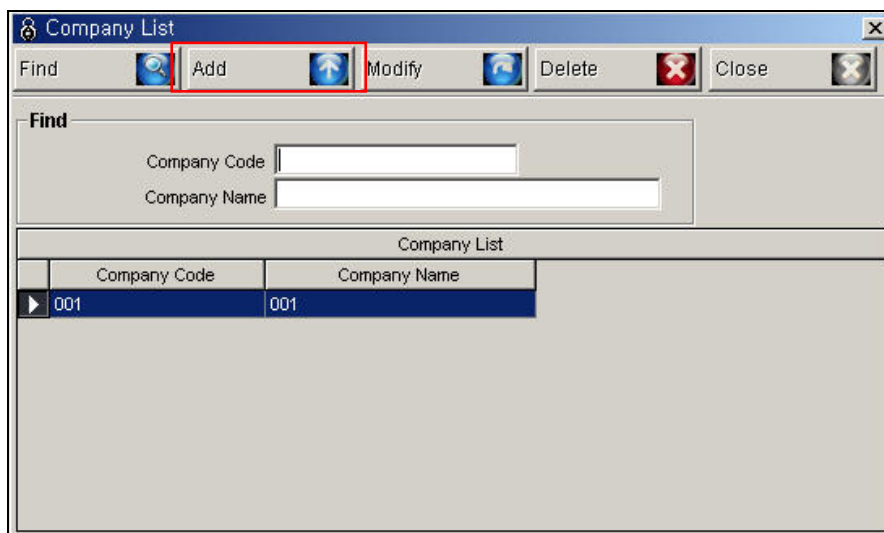


- 1) Input Company Code and Company Name as appropriate.
- 2) Select Find to make an inquiry. If inquired result is available, the following screen appears.

If find has no specific parameters, it will display the entire information

■ Add

Add is used to create new data. Select Add button to add a data through input screen.



- 1) Select Add button and the following screen appear.

- 2) Input Company Code. If using a registered code, it will not register and a code being used message is displayed. Do not overlap the Company Code in use.
- 3) Input Company Name.
- 4) Select Save button to save and select Close button to finish.

■ Modify

Modify is used to change existing data. Find data to modify or to change registered content.

Selected data is displayed as below figure in highlighted bar.

Company Code	Company Name
001	001

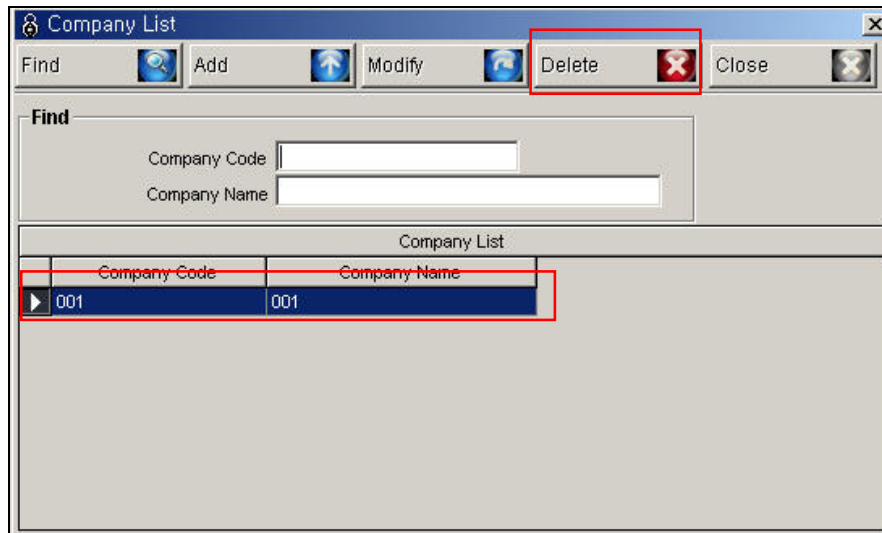
- 1) Select Modify button and the following screen appear. This screen is identical to register screen. Company Code cannot be modified in this mode.

- 2) Modify data.
- 3) Select Save button to save data then select Close button to finish.

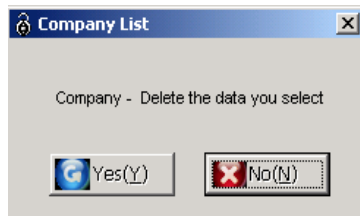
- Delete

Delete is used to delete existing data. Find data to delete or to delete registered content data.

Selected data is displayed as below figure in highlighted bar.



- 1) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



The Department, Title, and Access Type can be setup as identical process in Company registration. Detailed instruction is omitted.

Department Definition

Input Department name using the system.

- Start

Select Database->Department Definition or press shortcut key Ctrl+M

- Find

Find is used to get relevant information pertaining to the inquiry when information is available. It is used to edit and delete the existing data information.

- 3) Select Company and input Department Code and Department Name as appropriate.
- 4) Select Find to make an inquiry. If inquired result is available, the following screen appears.

If find has no specific parameters, it will display the entire information

■ Add

Add is used to create new data. Select Add button to add a data through input screen.

- 5) Select Add button and the following screen appear.

- 6) Select Company and Input Department Code. If using a registered code, it will not register and a code being used message is displayed. Do not overlap the Department Code in use.
- 7) Input Department Name.
- 8) Select Save button to save and select Close button to finish.

■ Modify

Modify is used to change existing data. Find data to modify or to change registered content.

Selected data is displayed as below figure in highlighted bar.

Company Code	Company Name	Department Code	Department Name
001	Company	0001	Department

A red rectangle highlights the 'Modify' button and the first row of the table."/>

- 4) Select Modify button and the following screen appear. This screen is identical to register screen. Company and Department Code cannot be modified in this mode.

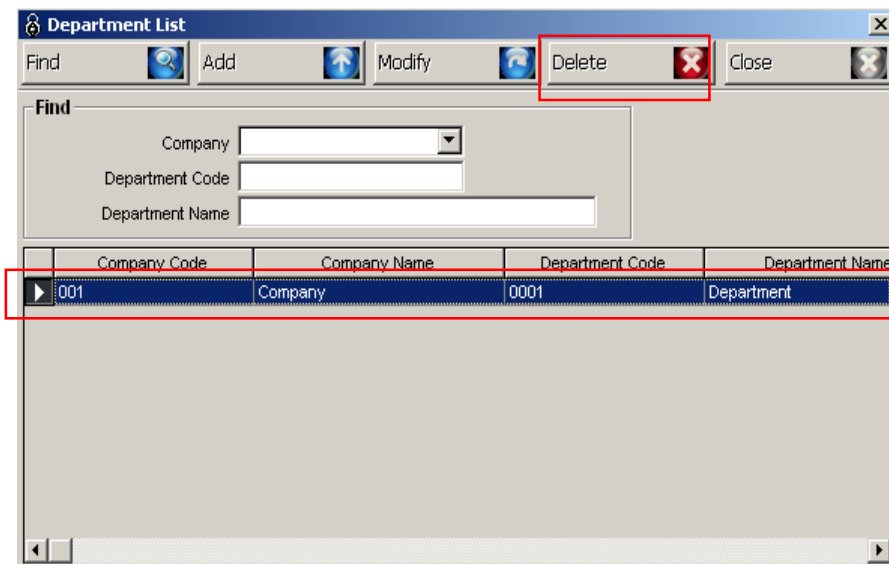
- 5) Modify data.

6) Select Save button to save data then select Close button to finish.

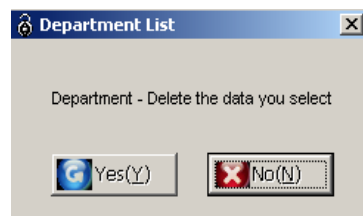
- Delete

Delete is used to delete existing data. Find data to delete or to delete registered content data.

Selected data is displayed as below figure in highlighted bar.



2) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



Title Definition

Input Title name using the system.

- Start

Select Database->Title List or press shortcut key Ctrl+N

- Find

Find is used to get relevant information pertaining to the inquiry when information is available. It is used to edit and delete the existing data information.

Title List

Find Add Modify Delete Close

Search

Company

Title Code

Title Name

Company Code	Company Name	Title Code	Title Name
001	Company	0001	Title

- 5) Input Title Code and Title Name as appropriate.
- 6) Select Find to make an inquiry. If inquired result is available, the following screen appears.

If find has no specific parameters, it will display the entire information

■ Add

Add is used to create new data. Select Add button to add a data through input screen.

Title List

Find Add Modify Delete Close

Search

Company

Title Code

Title Name

Company Code	Company Name	Title Code	Title Name
001	Company	0001	Title

- 9) Select Add button and the following screen appear.

10) Select Company and Input Title Code. If using a registered code, it will not register and a code being used message is displayed. Do not overlap the Title Code in use.

11) Input Title Name.

12) Select Save button to save and select Close button to finish.

■ Modify

Modify is used to change existing data. Find data to modify or to change registered content.

Selected data is displayed as below figure in highlighted bar.

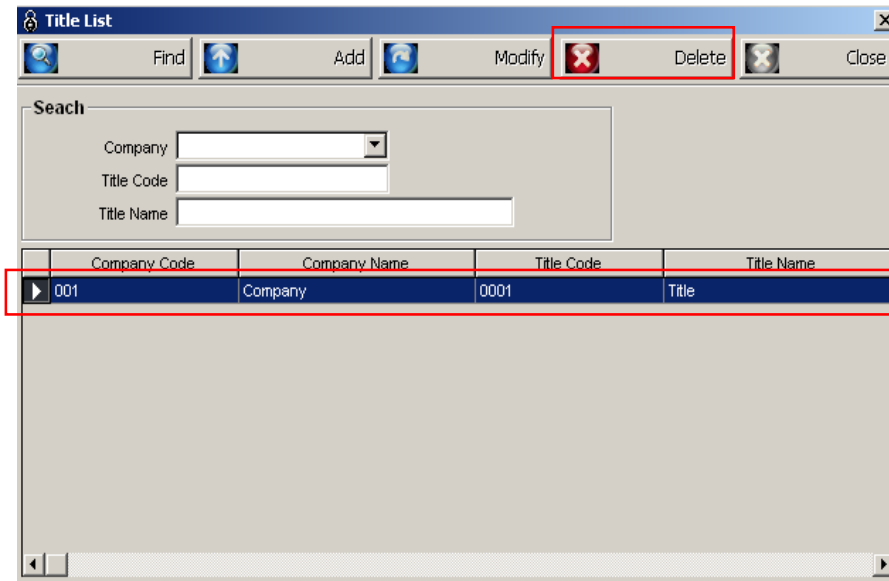
7) Select Modify button and the following screen appear. This screen is identical to register screen. Company and Title Code cannot be modified in this mode.

- 8) Modify data.
- 9) Select Save button to save data then select Close button to finish.

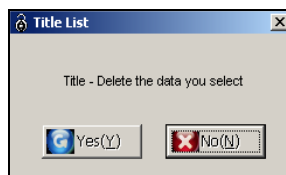
- Delete

Delete is used to delete existing data. Find data to delete or to delete registered content data.

Selected data is displayed as below figure in highlighted bar.



- 3) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



Access Type Definition

Input Access Type using the system.

- Start

Select Database->Access Type Definition or press shortcut key Ctrl+O.

- Find

Find is used to get relevant information pertaining to the inquiry when information is available. It is used to edit and delete the existing data information.

Company Code	Company Name	Type Code	Type Name
001	Company	0001	Normal Access Type

- 7) Select Company and input Type Code and Title Name as appropriate.
- 8) Select Find to make an inquiry. If inquired result is available, the following screen appears.

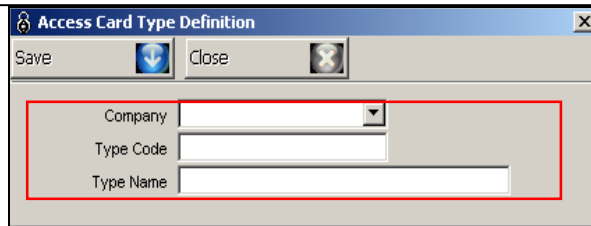
If find has no specific parameters, it will display the entire information

■ Add

Add is used to create new data. Select Add button to add a data through input screen.

Company Code	Company Name	Title Code	Title Name
001	Company	0001	Title

- 13) Select Add button and the following screen appear.



The dialog box titled "Access Card Type Definition" has a "Save" button with a floppy disk icon and a "Close" button with a window icon. Below these are three input fields: "Company" (a dropdown menu), "Type Code" (a text box), and "Type Name" (a text box). These three fields are enclosed in a red rectangular box.

14) Select Company and Input Type Code. If using a registered code, it will not register and a code being used message is displayed. Do not overlap the Type Code in use.

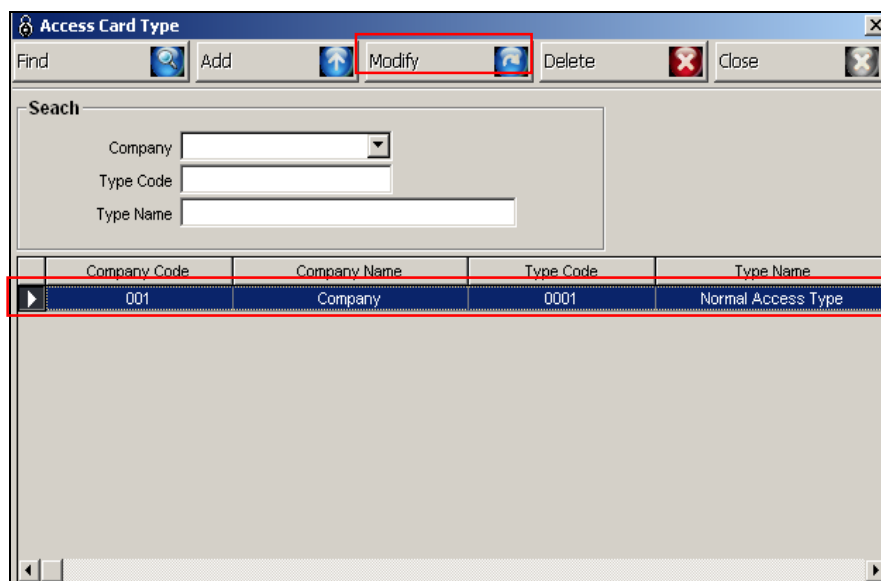
15) Input Title Name.

16) Select Save button to save and select Close button to finish.

■ Modify

Modify is used to change existing data. Find data to modify or to change registered content.

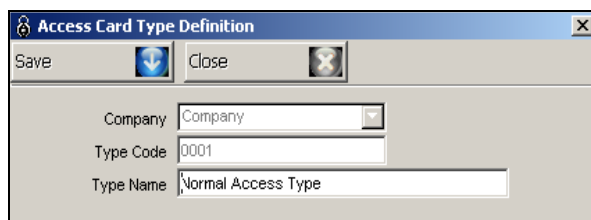
Selected data is displayed as below figure in highlighted bar.



The dialog box titled "Access Card Type" has a "Find" button with a magnifying glass icon, an "Add" button with a plus icon, a "Modify" button with a circular arrow icon (highlighted with a red box), a "Delete" button with a red X icon, and a "Close" button with a window icon. Below these is a "Search" section with three input fields: "Company" (a dropdown menu), "Type Code" (a text box), and "Type Name" (a text box). Below the search fields is a table with four columns: "Company Code", "Company Name", "Type Code", and "Type Name". The first row of the table is highlighted with a red bar.

Company Code	Company Name	Type Code	Type Name
001	Company	0001	Normal Access Type

10) Select Modify button and the following screen appear. This screen is identical to register screen. Company and Type Code cannot be modified in this mode.



The dialog box titled "Access Card Type Definition" has a "Save" button with a floppy disk icon and a "Close" button with a window icon. Below these are three input fields: "Company" (a dropdown menu showing "Company"), "Type Code" (a text box showing "0001"), and "Type Name" (a text box showing "Normal Access Type").

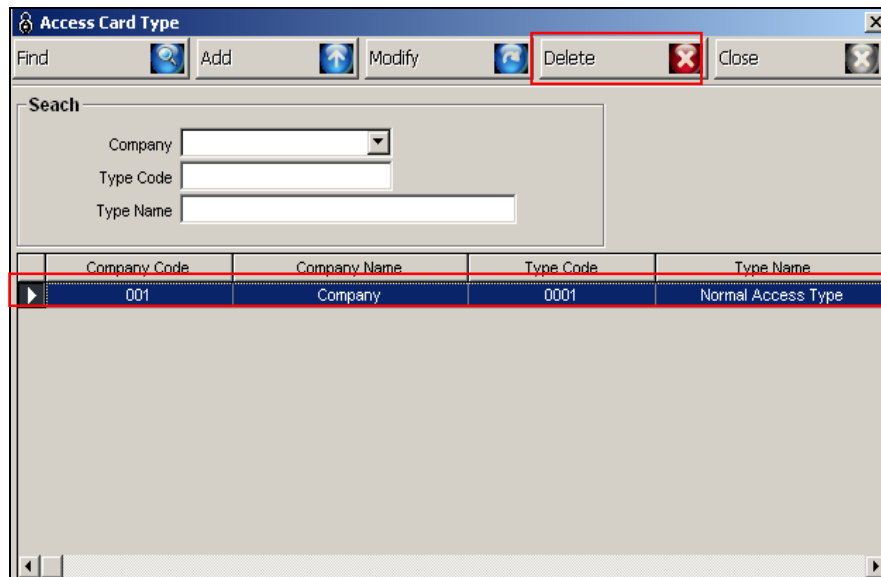
11) Modify data.

12) Select Save button to save data then select Close button to finish.

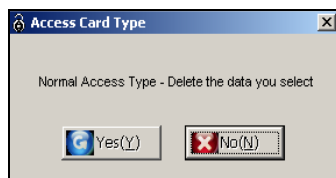
- Delete

Delete is used to delete existing data. Find data to delete or to delete registered content data.

Selected data is displayed as below figure in highlighted bar.



4) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



User Management

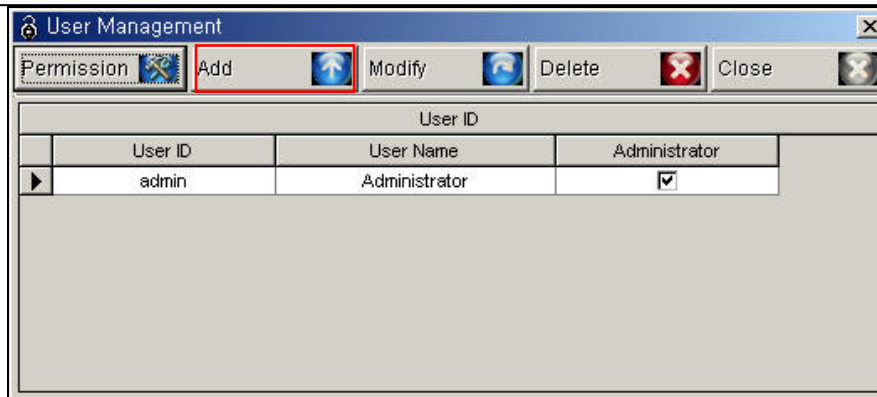
This function registers the user to operate STARWATCH DUAL PRO I™. For default value (admin) is registered in the program, and you can register additional user or change authority of existing user.

- Start

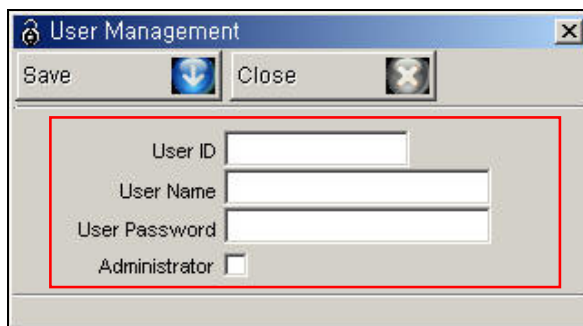
Select Database->User Management or press shortcut key Ctrl+S.

- Add

Add is used to create new data. Select Add button to add new user through input screen.



- 1) Select Add button and the following screen appear.



- 2) Input User ID. User ID cannot be overlapped.
- 3) Input User Name and User Password.
- 4) Check mark Administrator option or not.

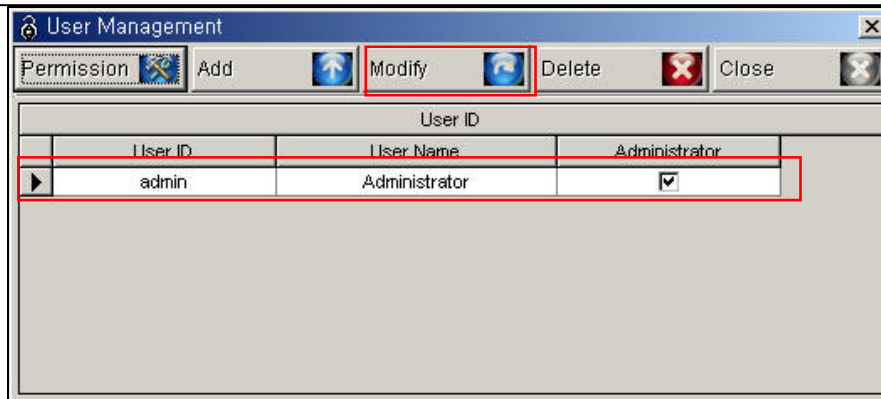
Administrator option gives authority to Add, Modify, and Delete user. Only the User who has this authority can perform these functions. User with no authority can use allowed functions, but not the above functions.

- 5) Select Save button to save then Close to finish.

■ Modify

Modify is used to change existing data. Select data to Modify.

Selected data is displayed as below figure in highlighted bar.



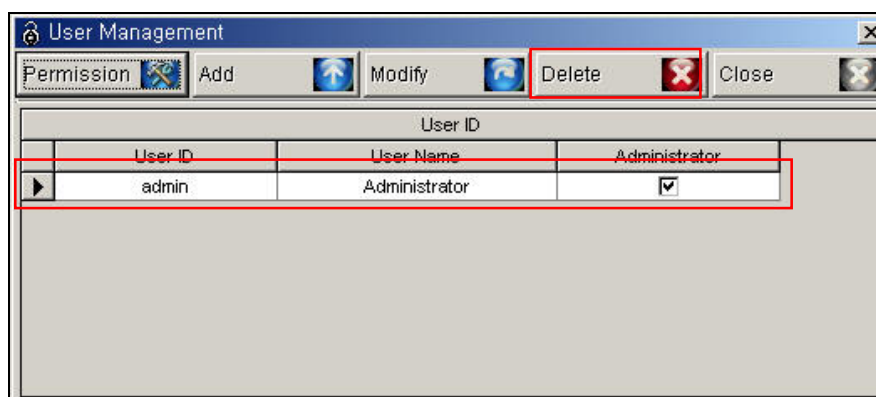
- 1) Select Modify to see the above screen. The Modify screen is equal to registration screen. User ID cannot be changed.



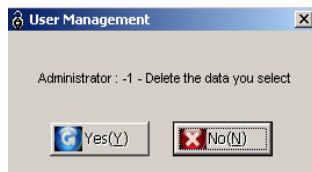
- 2) Modify data to change.
- 3) Select Save button to save data.
- 4) Select Close button to finish.

■ Delete

Delete is used to delete existing data. Find data to delete or to delete registered content data. Selected data is displayed as below figure in highlighted bar.

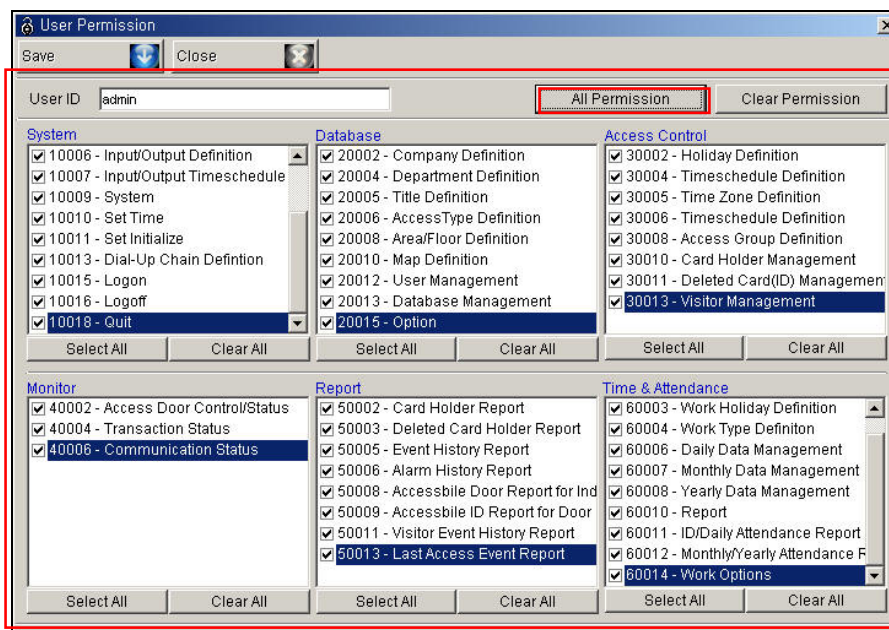


- 1) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



■ User Permission

This function sets the permission of use for each function type. User can only use functions with permission designation, and this function can setup entire function or parts of it.



User Permission is categorized in menu type as shown above. User can setup use permission under each sub menu category under main category.

- 1) For use permission, check mark the item and if canceling use authority, uncheck mark item.
 - ✓ All Permission Grant: Setup all authority at once.
 - ✓ All Permission Cancel: Setup all authority as cancelled.
 - ✓ Select All: Setup use authority of corresponding menu at once.
 - ✓ Clear All: Cancel use authority of corresponding menu at once.
- 2) Once completed, select Save button to save.
- 3) Select Close button to finish.

Database Management

Database Management describes the backup, restore, and database compact function of data using the STARWATCH DUAL PRO I™. Also, through backup, restore, and history, it provides the backup week cycle message from the last backup date. This is setup by the user at alert interval.

Refer to chapter 9 STARWATCH DUAL PRO I™ Maintenance and Management for detailed information.

Option

Option lets the user activate additional functions on user setup. User can designate event type database store and display of data, and setup a separate sound file for playing out the sound during an event occurrence.

Also, when the event occurs, the setup of designated email recipient will send out the event occur status automatically.

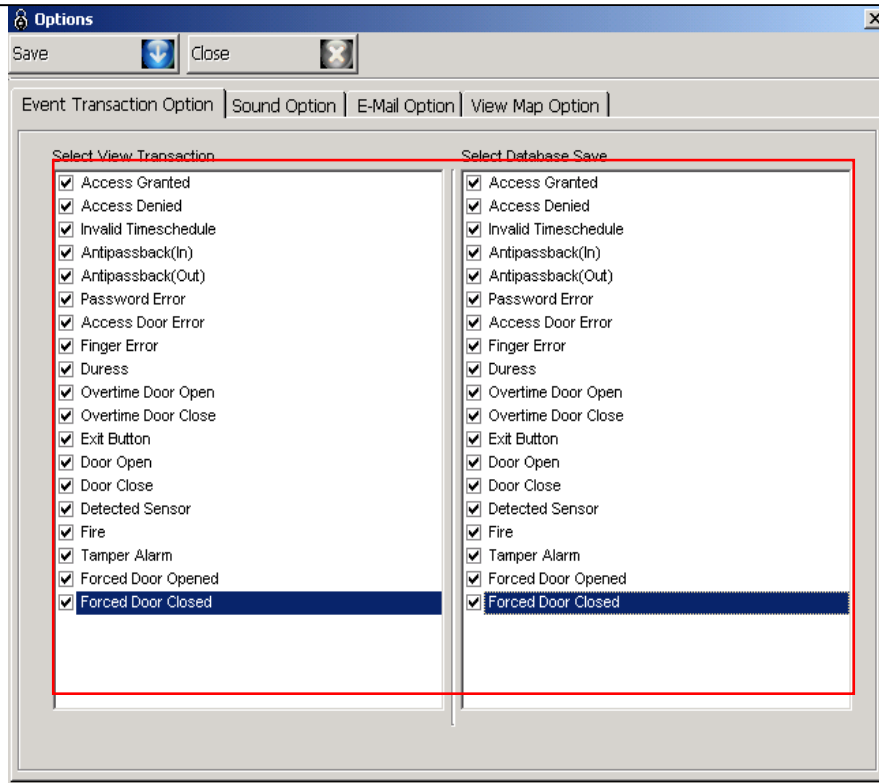
Also, sets the option of map display when some event occurs with connection to the map display.

- Start

Select Database->Option or press shortcut key Ctrl+U.

- Event Transaction Option

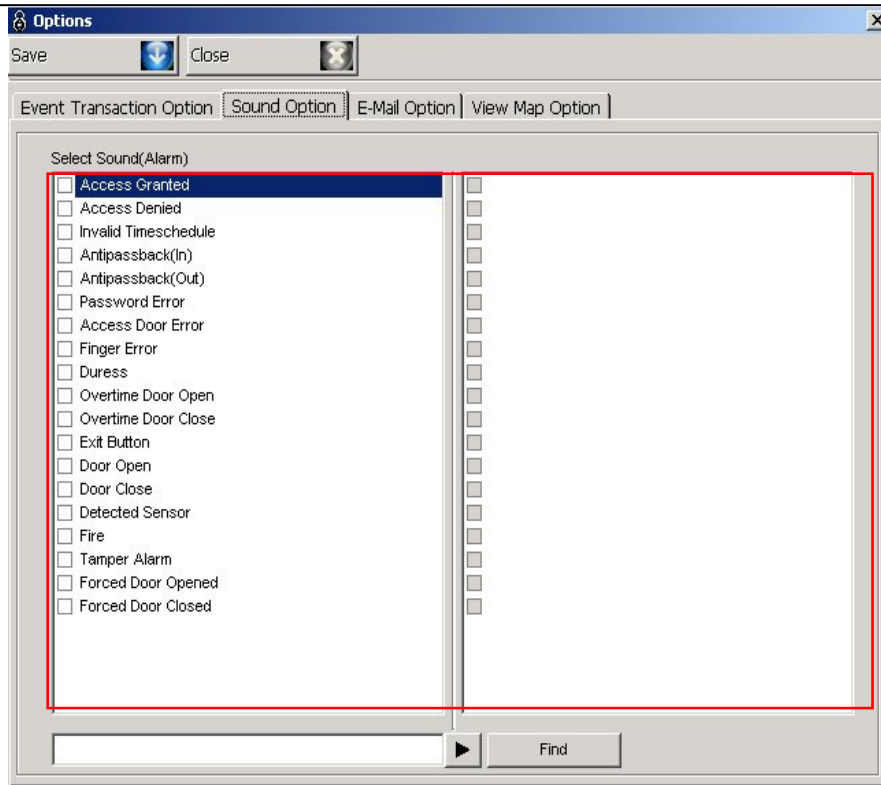
This sets the whether or not to save Event Type database and to display event in Event Status screen.



- 1) Checkmark the items for event occur display on monitor. If display is not necessary, cancel check mark.
- 2) Check mark the items for event occur database save. If save is not necessary, cancel the check mark.
- 3) Select Save button to save then select Close button to finish.
- 4) Select Close button to finish.

■ Sound Option

This designates sound file by event type. Once implemented, when an event occurs the setup sound file plays through a speaker with sound card in PC alerting the event status.



- 1) Check mark the items for sound play during an event occurrence. If sound play is not necessary, cancel check mark.
- 2) Select Search button on bottom to find sound file. Selecting the file displays in Select Sound (Alarm) window. Right hand side window displays the matched sound file.

Sound file can only be selected as wav. File. To play the sound, a PC with sound card and speaker is required.

- 3) Select Save button to save.
- 4) Select Close button to finish.

■ Email Option

This function sends out email up to 3 recipients when a specific event occurs if setup. Email contains date of event, time, event location, and type of event as data.

To use this option, the operating PC must be connected to a network.

This can be used with onsite mail server at company, and requires POP3 support to use this option. If POP3 is not supported, this option will not work.

Options

Save Close

Event Transaction Option Sound Option **E-Mail Option** View Map Option

Select Send Mail Transaction(Alarm)

- ☒ Access Granted
- ☐ Access Denied
- ☐ Invalid Timeschedule
- ☐ Antipassback(In)
- ☐ Antipassback(Out)
- ☐ Password Error
- ☐ Access Denied
- ☐ Duress
- ☐ Overtime Door Close
- ☐ Overtime Door Open
- ☐ Forced Door Closed
- ☐ Forced Door Opened
- ☐ Exit Button
- ☐ Door Open
- ☐ Door Close
- ☐ Detected Sensor
- ☐ Fire
- ☐ Tamper Alarm

Input Mail Server (SMTP) Address
mail.idteck.com

E-Mail #1

Name
IDTECK

E-Mail Address
webmaster@idteck.com

E-Mail #2

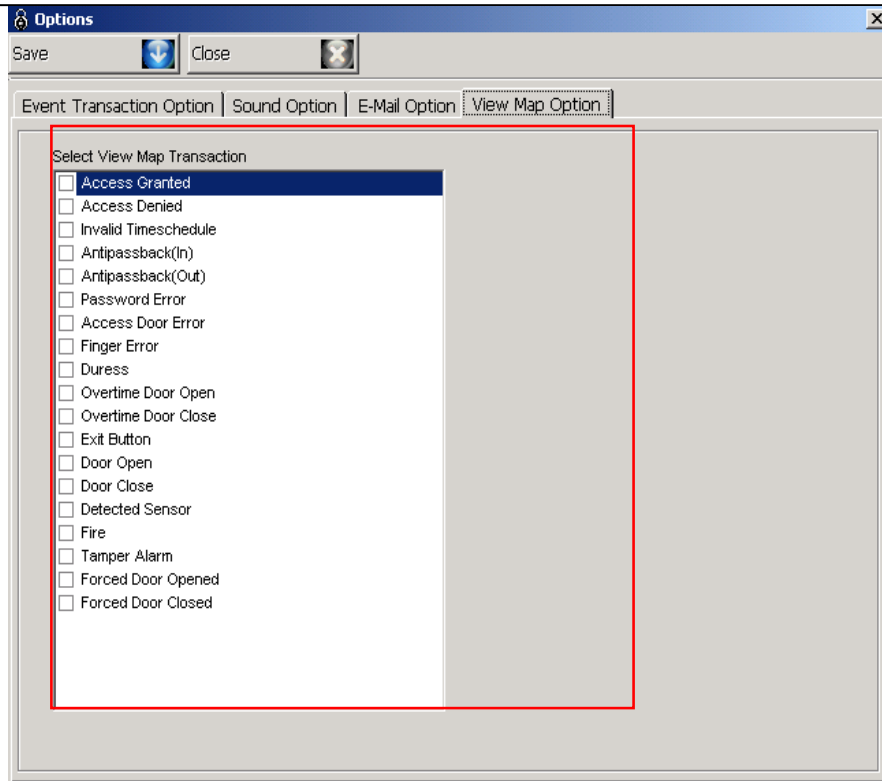
E-Mail Address
Name

E-Mail #3

E-Mail Address
Name

- 1) Checkmark the items for e-mail transaction during an event occurrence. If transaction is not necessary, cancel check mark.
 - 2) Input Mail Server (SMTP) address.
 - 3) Input Name and Email Address of up to 3 recipients.
 - 4) Select Save button to save.
 - 5) Select Close button to finish.
- View Map Option

If a map is setup, it will automatically display when a specified event occurs. Here the event type map display presence is setup. View Map Option needs to be setup to display map automatically.



- 1) Check mark the items for map display during an event occurrence. If map display is not necessary, cancel check mark.
- 2) Select Save button to save.
- 3) Select Close button to finish.

Access Control

Access Control Management contains functions required for User Management. A Detail regarding access is setup and user registered. Setup data is transmitted to controller.

Holiday Definition

This function connects to Time Schedule to apply. Time Schedule can be setup from Mon-Sun with designated time for each day.

For this function, the holiday data needs to be initially setup. Holiday Definition is to apply holiday to Time Schedule and transmit to controller to setup.

- Start

Select Access Control -> Holiday Definition or press shortcut key F2.

- Find

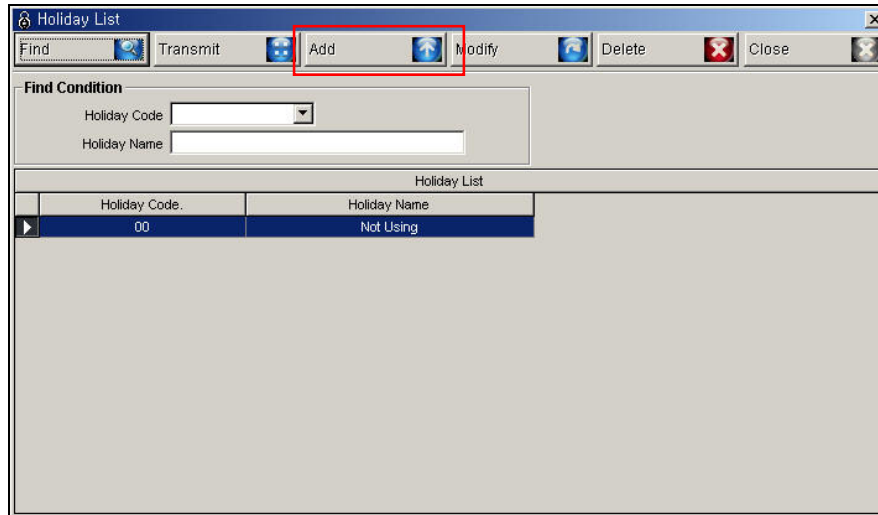
Find is used to get relevant information pertaining to the inquiry when information is available. It is used to modify and delete the existing data information.

Holiday Code.	Holiday Name
00	Not Using

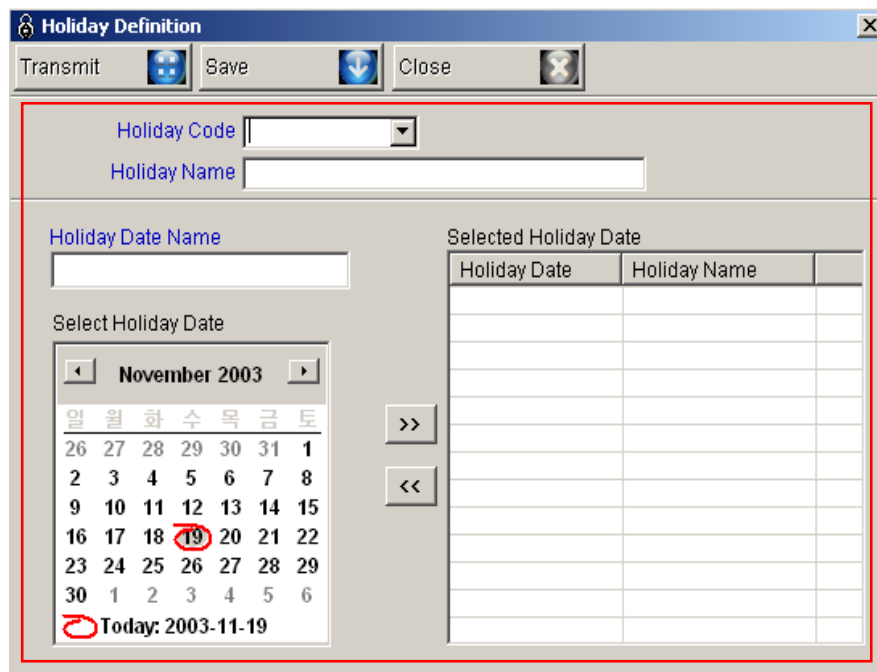
- 1) Input Holiday Code and Holiday Name as appropriate.
- 2) Select Find to make an inquiry. If inquired result is available, the following screen appears.

■ Add

Add is used to create new data. Select Add button to add holiday through input screen.

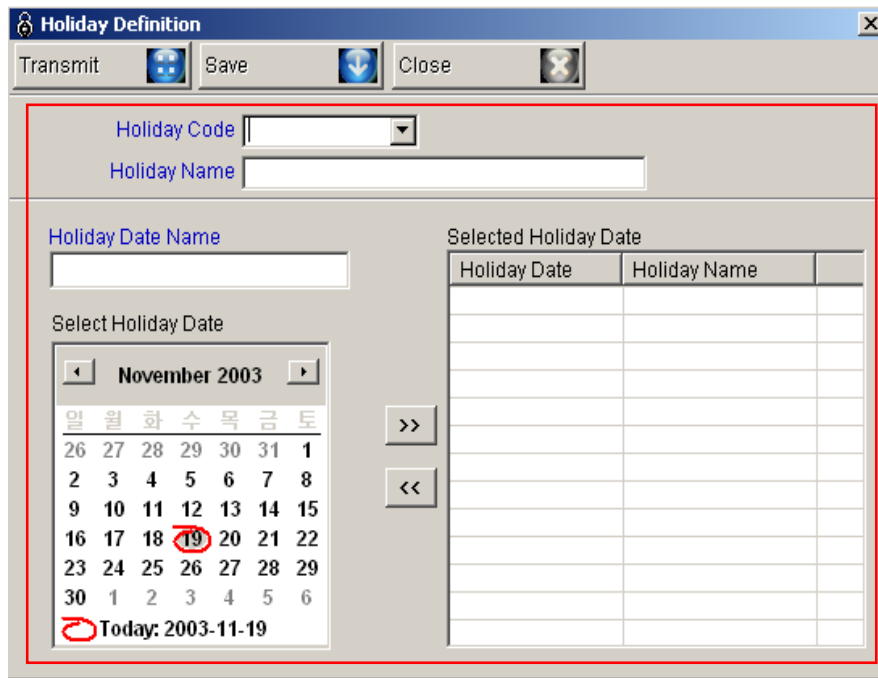


1) The following screen appears after selecting Add.



- 2) Select Holiday Code. (Holiday Code can be used from 01-10 giving 10 codes for use)
- 3) Input Holiday Name to be saved.
- 4) Select the corresponding date, and double click the date on the calendar or select >> button.

- 5) If an exception is needed on a selected Holiday, select the corresponding date and double click or select << button.

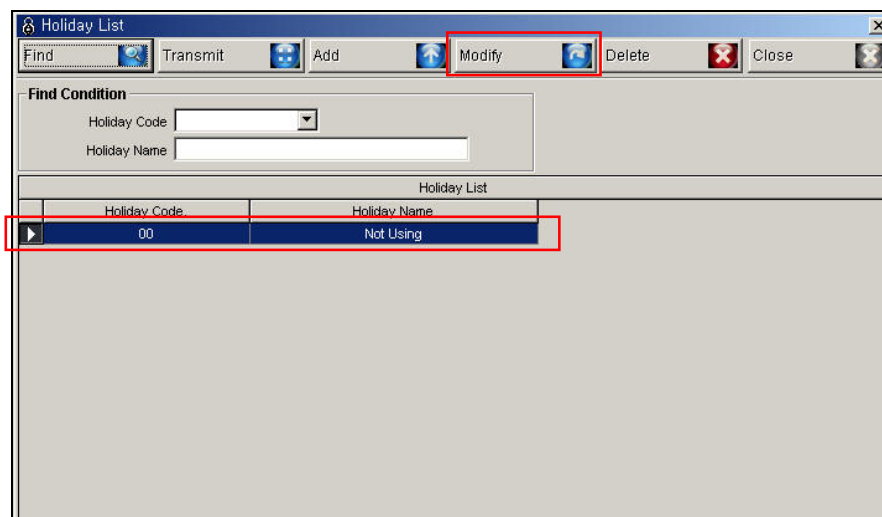


- 6) Select Save button to save data, and select Close button to finish.

■ Modify

Modify is used to change existing data. Find data to modify or to change registered category.

Selected data is displayed as below figure in highlighted bar.



- 1) Select Modify to see the following screen. The Modify screen is equal to registration screen. Holiday Code cannot be changed.

Holiday Definition

Transmit Save Close

Holiday Code: 01

Holiday Name: 2003 Holiday List

Holiday Date Name: Company Holiday

Select Holiday Date

October 2003

일	월	화	수	목	금	토
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8

>> <<

Today: 2003-11-19

Holiday Date	Holiday Name
12-25	Christmas
10-02	Company Holiday

- 2) Modify the items to be changed.
- 3) Select Save button to save data, and select Close button to finish.

■ Delete

Delete is used to delete existing data. Find data to delete or to delete registered content list data.

Selected data is displayed as below figure in highlighted bar.

Holiday List

Find Transmit Add Modify Delete Close

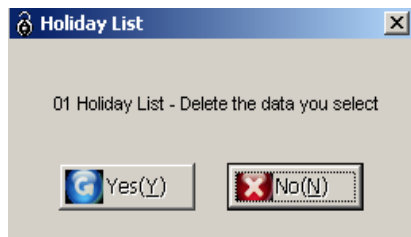
Find Condition

Holiday Code:

Holiday Name:

Holiday Code	Holiday Name
00	Not Using

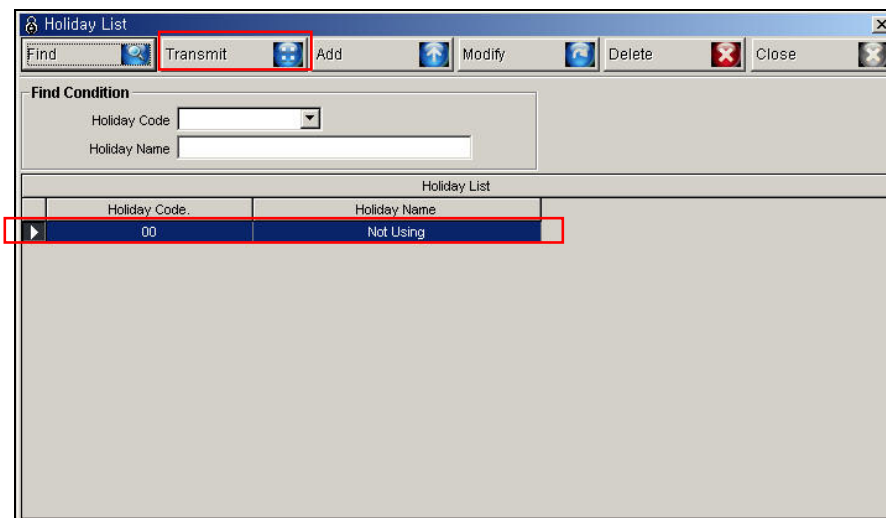
- 1) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



■ Transmit

This function is used to send the setup functions to the controller for activation. Use Find to search for data transmit or select the data from the registered reader categories to send.

Selected data is displayed as below figure in highlighted bar.



- 1) Select Transmit button. This will send the selected data to the corresponding Controller No for application.

If an error does occur, detailed explanation is displayed in a message box.

In this case, retransmit the data, but if the error continues, check the communication and controller for problems.

Time Zone Definition

This function sets the access time as 24 hours or divided into 5 time sections within 24 hours. These data is setup in Time Schedule as per day.

- Start

Select Access Control->TimeSchedule Definition->Time Zone Definition List or press shortcut key F3.

- Find

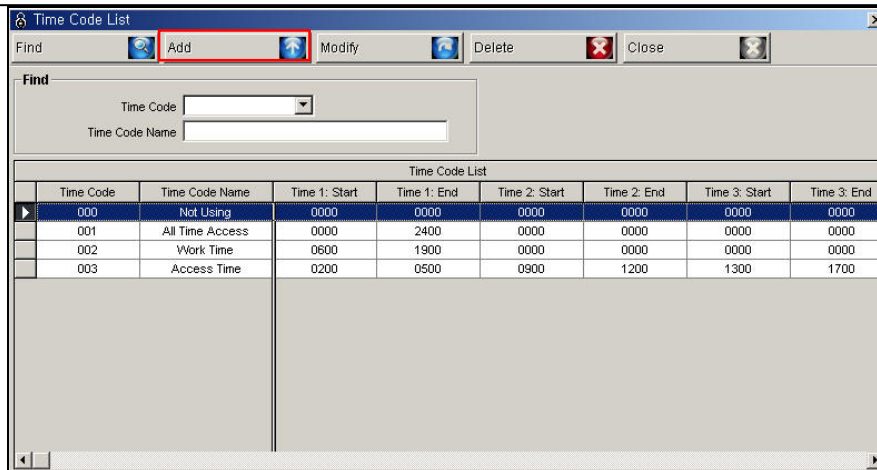
Find is used to get relevant information pertaining to the inquiry when information is available. It is used to modify and delete the existing data information.

Time Code	Time Code Name	Time 1: Start	Time 1: End	Time 2: Start	Time 2: End	Time 3: Start	Time 3: End
000	Not Using	0000	0000	0000	0000	0000	0000
001	All Time Access	0000	2400	0000	0000	0000	0000
002	Work Time	0600	1900	0000	0000	0000	0000
003	Access Time	0200	0500	0900	1200	1300	1700

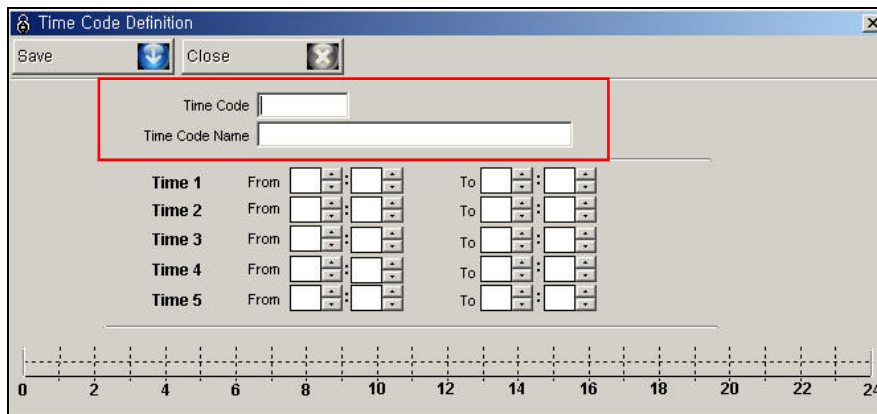
- 1) Input Time Code and Time Code Name as appropriate.
- 2) Select Find to make an inquiry. If inquired result is available, the following screen appears.

- Add

Add is used to create new data. Select Add button to add work holiday through input screen.



- 1) The following screen appears after selecting Add.



- 2) Input Time Code.
- 3) Input Time Code Name.
- 4) Setup the time From/To for Time 1, Time 2, Time 3, Time 4, Time 5.

For example, the screen below shows (00:00-01:59 No Access, 02:00-05:00 Access Grant, 05:01-08:59 No Access, 09:00-12:00 Access Granted, ...)

The screenshot shows the 'Time Code Definition' window. At the top, there are 'Save' and 'Close' buttons. Below them, 'Time Code' is set to '003' and 'Time Code Name' is 'Access Time'. A red box highlights the time schedule configuration area, which includes five time slots (Time 1 to Time 5) with 'From' and 'To' time pickers. Below this is a 24-hour timeline from 0 to 24.

Time	From	To
Time 1	02:00	05:00
Time 2	09:00	12:00
Time 3	13:00	17:00
Time 4	21:00	23:00
Time 5	00:00	00:00

- 5) Select Save button to save and Close button to finish.

The section of time schedule is set up within 24 hours of a day.

Namely, if you intend to set up for 24 hours without division of 24 hours of a day, you have to input 0000-2400 in 1st section. The rest section is set up as 0000-0000 automatically.

If you want to divide and use 24 hours of a day, it is possible to divide to maximum of 5 sections. To divide hours is mainly used to control the access time to work together with time schedule of input/output.

Namely if you admit to access door at AM and don't admit at PM, it is applied in this case. The division of time is needed, in case of application of Lock or Unlock of access door.

■ Modify

Modify is used to change existing data. Find data to modify or to change registered content category.

Selected data is displayed as below figure in highlighted bar.

The screenshot shows the 'Time Code List' window. At the top, there are 'Find', 'Add', 'Modify' (highlighted with a red box), 'Delete', and 'Close' buttons. Below them are search fields for 'Time Code' and 'Time Code Name'. The main area is a table titled 'Time Code List' with columns: Time Code, Time Code Name, Time 1- Start, Time 1- End, Time 2- Start, Time 2- End, Time 3- Start, and Time 3- End. The first row is highlighted with a red bar.

Time Code	Time Code Name	Time 1- Start	Time 1- End	Time 2- Start	Time 2- End	Time 3- Start	Time 3- End
000	Not Using	0000	0000	0000	0000	0000	0000
001	All Time Access	0000	2400	0000	0000	0000	0000
002	Work Time	0600	1900	0000	0000	0000	0000
003	Access Time	0200	0500	0900	1200	1300	1700

- 1) Select Modify to see the following screen. The Time Code List screen is equal to registration screen. Time Code cannot be changed.

Time Code Definition

Save Close

Time Code 003

Time Code Name Access Time

Time 1 From 02:00 To 05:00

Time 2 From 09:00 To 12:00

Time 3 From 13:00 To 17:00

Time 4 From 21:00 To 23:00

Time 5 From 00:00 To 00:00

0 2 4 6 8 10 12 14 16 18 20 22 24

- 2) Modify the items to change.
- 3) Select Save button to save data, and select Close button to finish.

■ Delete

Delete is used to delete existing data. Find data to delete or to delete registered content list data.

Selected data is displayed as below figure in highlighted bar.

Time Code List

Find Add Modify Delete Close

Find

Time Code

Time Code Name

Time Code	Time Code Name	Time 1: Start	Time 1: End	Time 2: Start	Time 2: End	Time 3: Start	Time 3: End
000	Not Using	0000	0000	0000	0000	0000	0000
001	All Time Access	0000	2400	0000	0000	0000	0000
002	Work Time	0600	1900	0000	0000	0000	0000
003	Access Time	0200	0500	0900	1200	1300	1700

- 1) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



Timeschedule Definition

This function uses Time Zone data to setup time schedule for each day. It is applied to the user to control access time, and is connected to the Input/Output Point time schedule.

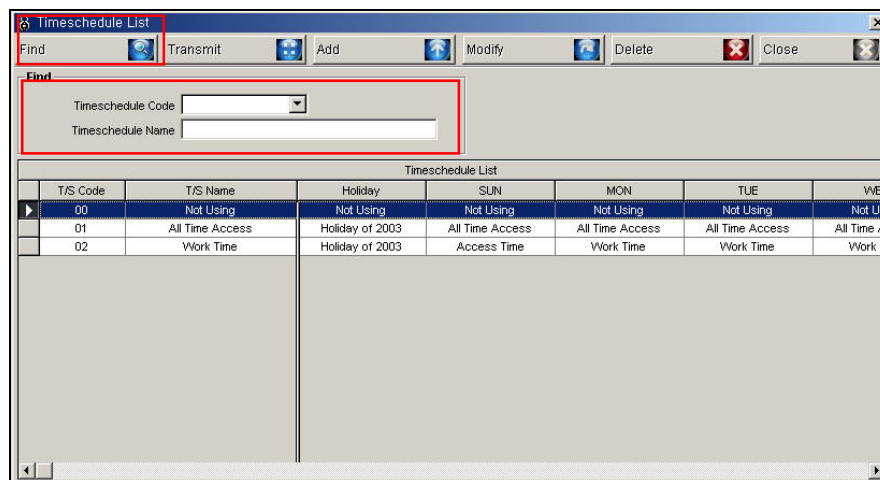
Time Schedule can create up to 10 codes, and time schedule within the codes are sent to the controller for activation. Setup the time schedule needed.

- Start

Select Access Control ->Time Schedule List or press shortcut key F4.

- Find

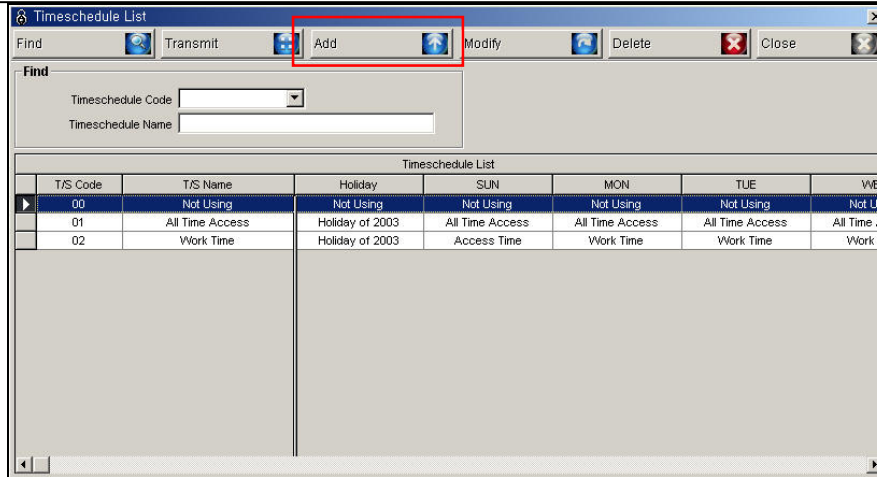
Find is used to get relevant information pertaining to the inquiry when information is available. It is used to modify and delete the existing data information.



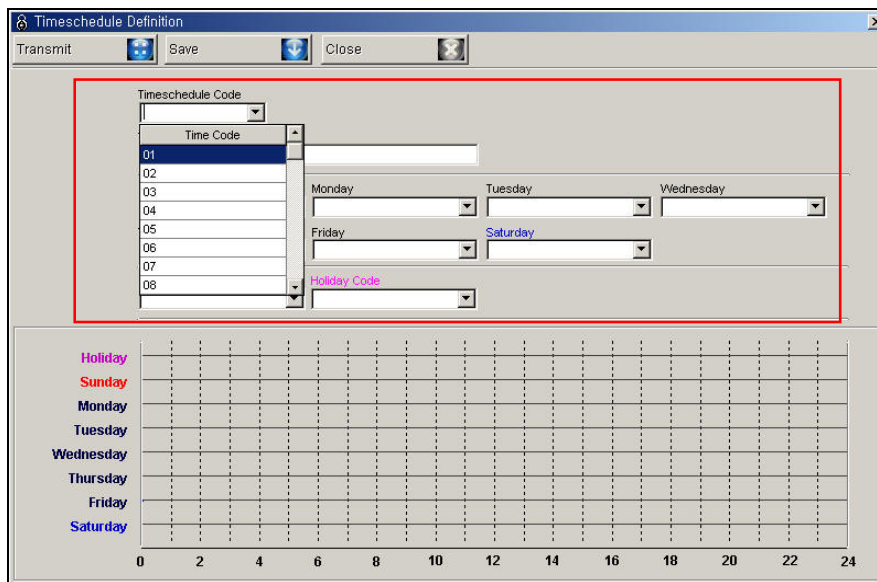
- 1) Input Timeschedule Code and Timeschedule Name as appropriate.
- 2) Select Find to make an inquiry. If inquired result is available, the following screen appears.

- Add

Add is used to create new data. Select Add button to add Timeschedule through input screen.



- 1) The following screen appears after selecting Add.



- 2) Select Timeschedule Code. It will display only the registered codes. Use one of the 10 Codes.

- 3) Input Timeschedule Name.

- 4) Select Timeschedule Code to apply to each day.

- 5) Select Holiday Code to apply holiday, and if not used select Not Use. If Holiday Code was selected, Timeschedule Code for holiday needs to be selected.

Selecting the Timeschedule Code will display at the bottom screen location, current selected time range in hour format.

- 6) Select Save button to save.
 - 7) Select Transmit button. This will send the selected data to the corresponding Controller No for application.
 - 8) Select Close button to finish.
- **Modify**

Modify is used to change existing data. Find data to modify or to change registered content category.

Selected data is displayed as below figure in highlighted bar.

T/S Code	T/S Name	Holiday	SUN	MON	TUE	WED
00	Not Using	Not Using	Not Using	Not Using	Not Using	Not Using
01	All Time Access	Holiday of 2003	All Time Access	All Time Access	All Time Access	All Time Access
02	Work Time	Holiday of 2003	Access Time	Work Time	Work Time	Work Time

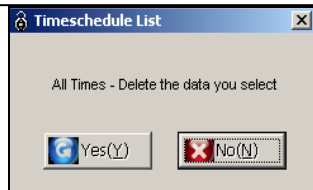
- 1) Select Modify to see the following screen. The Timeschedule List screen is equal to registration screen. Timeschedule Code cannot be changed.

- 2) Modify the items to be changed.
- 3) Select Save button to save data.
- 4) Select Transmit button to send the selected data to the corresponding Controller No for application.

■ Delete

Delete is used to delete existing data. Find data to delete or to delete registered content list data. Selected data is displayed as below figure in highlighted bar.

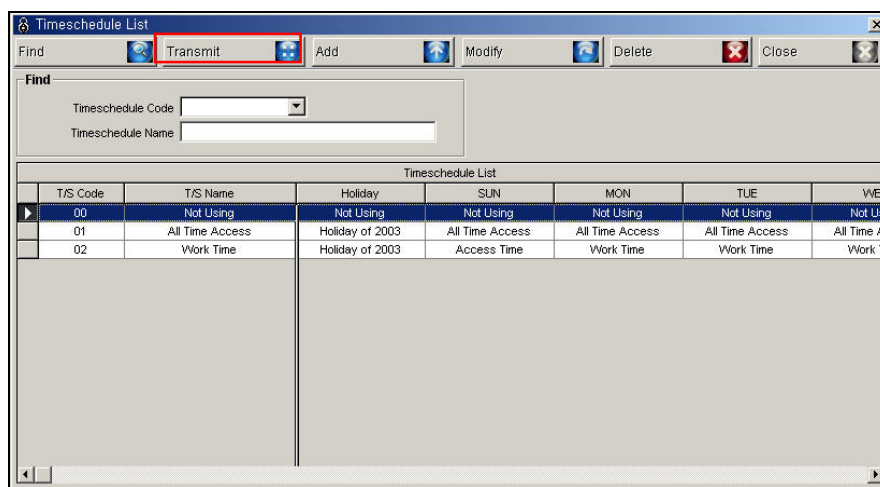
- 1) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



- Transmit

This function is used to send the setup functions to the controller for activation. Use Find to search for data transmit or select the data from the registered reader categories to send.

Selected data is displayed as below figure in highlighted bar.



- 1) Select Transmit button. This will send the selected data to the corresponding Timeschedule Code for application.

If an error does occur, detailed explanation is displayed in a message box.

In this case, retransmit the data, but if the error continues, check the communication and controller for problems.

Access Group Definition

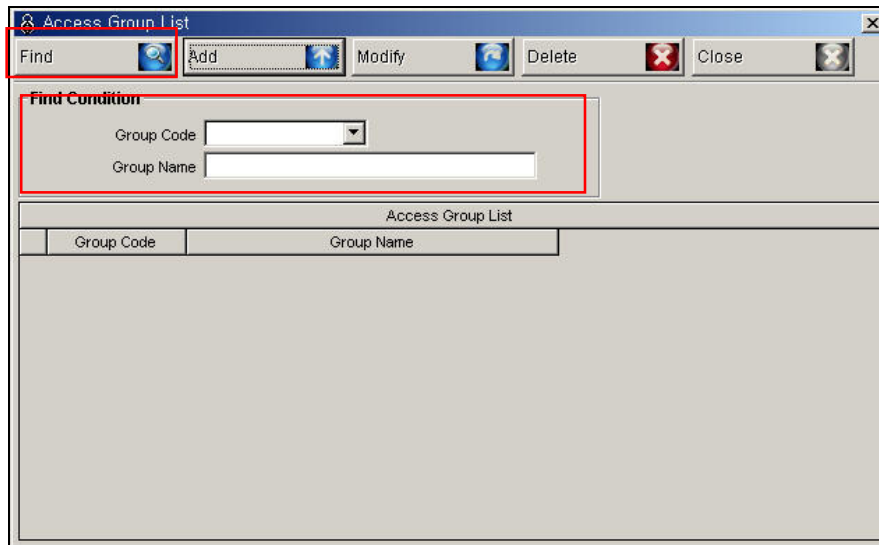
When multiple units of controller are operated, by using each access door connected to the system, you can create Access Group to register user in a group type to control access area as a whole or control as is.

- Start

Select Access Control ->Access Right List or press shortcut key F5.

- Find

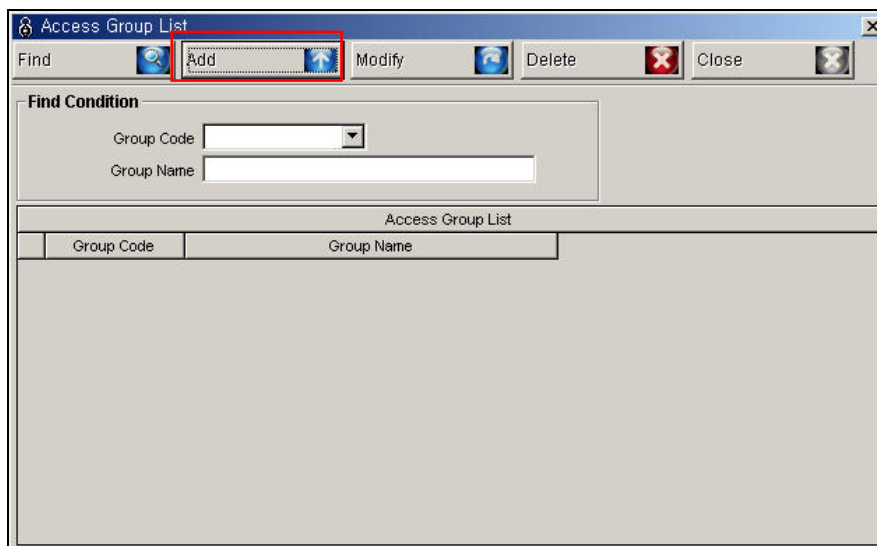
Find is used to get relevant information pertaining to the inquiry when information is available. It is used to modify and delete the existing data information.



- 1) Input Group Code and Group Name as appropriate.
- 2) Select Find to make an inquiry. If inquired result is available, the following screen appears.

■ Add

Add is used to create new data. Select Add button to add Access Group through input screen.



- 1) The following screen appears after selecting Add.

Access Group Definition

Save Close

Access Group Code 0001

Access Group Name All Access Group

Available Access Door List	Selected Access Door List		
Access Door	Access Door	Timeschedule	Applying Reader
1.00.Door			

Timeschedule

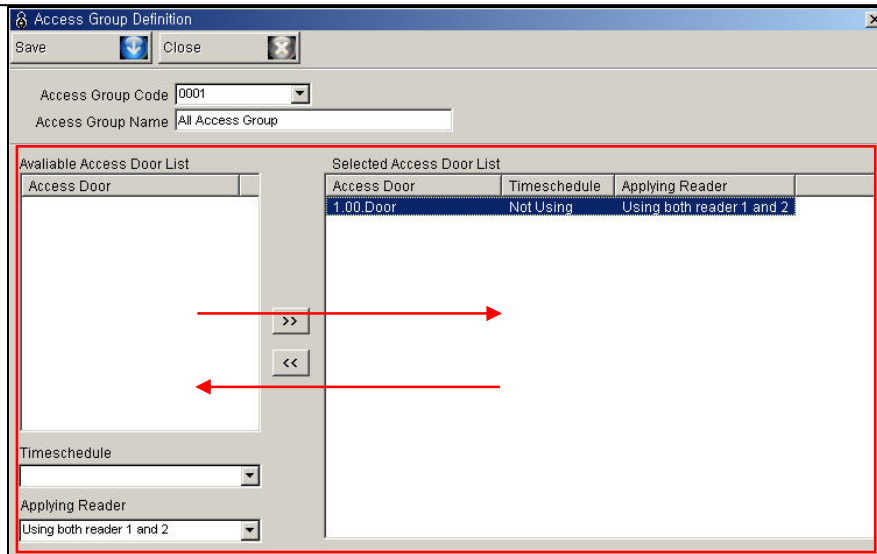
Applying Reader Using both reader 1 and 2

- 2) Input Access Group Code. Do not overlap this code.
- 3) Input Access Group Name.
- 4) Select Timeschedule to apply.
- 5) Double click the Access Door from Available Access Door List, or select >> button to register and apply corresponding Timeschedule and apply corresponding Reader.

The Timeschedule and Access Door work as a team to setup Access Group. This means the access door and Timeschedule setup correspond to use the configured access door(s).

- 6) Repeat the above method to register additional Access Group.

Cancel Access Door by double clicking on selected door or select << button.

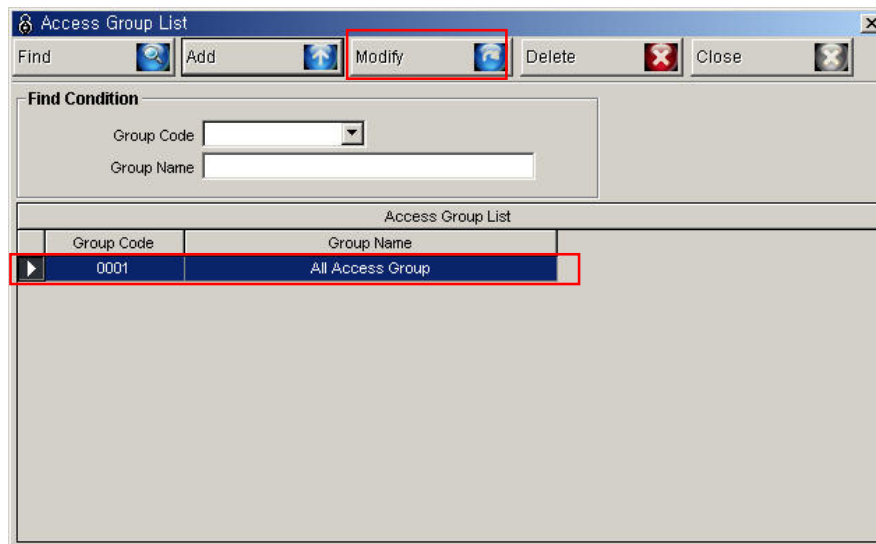


7) Select Save button to save data, and select Close button to finish.

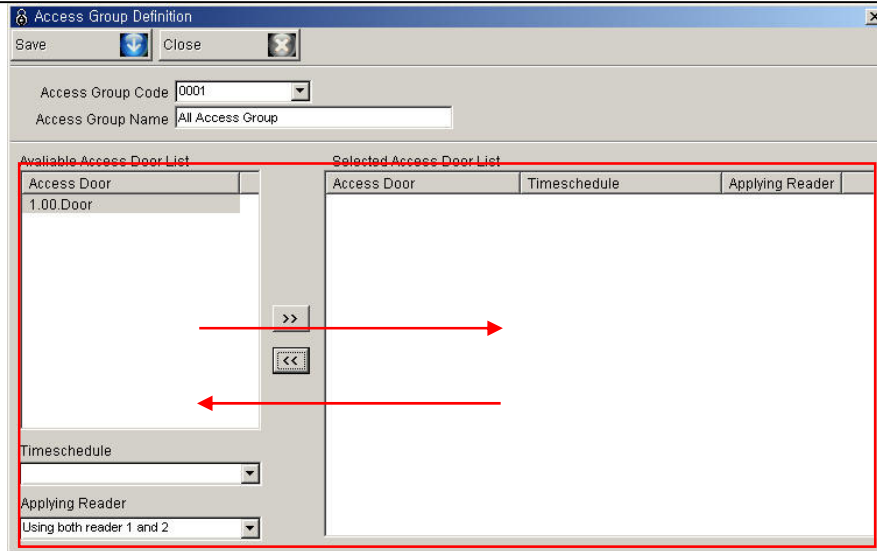
■ Modify

Modify is used to change existing data. Find data to modify or to change registered group category.

Selected data is displayed as below figure in highlighted bar.



1) Select Modify to see the following screen. The Access Group is equal to registration screen. Therefore, the Access Group Code cannot be changed.

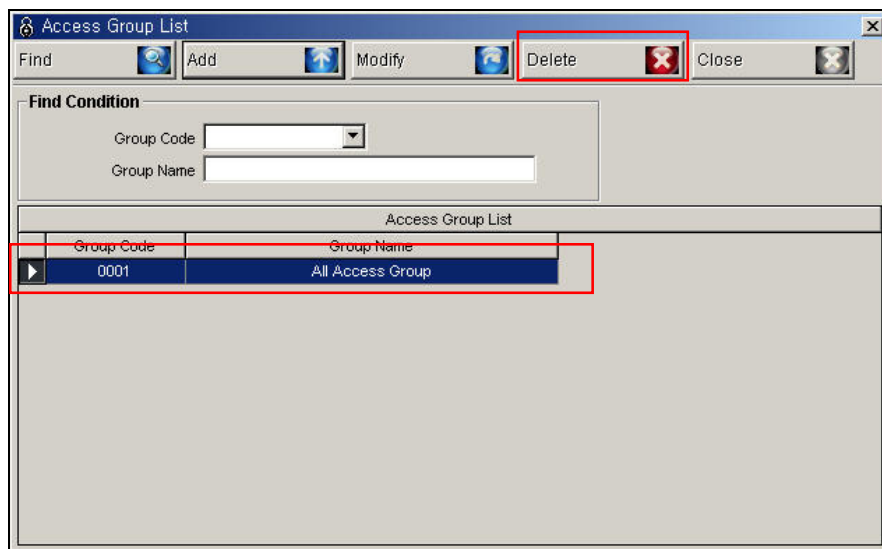


- 2) Modify the items that need changing.
- 3) Select Save button to save the modified information. Select Close button to finish.

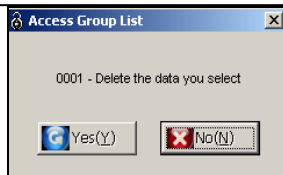
■ Delete

Delete is used to delete existing data. Find data to delete or to delete registered content data.

Selected data is displayed as below figure in highlighted bar.



- 1) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



Card Holder Management

This function registers user ID card. Also basic personal data is to approve ID card, and related data is displayed and used as Find/Output data. At the time of registration, Access Group and Time/Attendance is setup also.

- Start

Select Access Control ->Card Holder Management or press shortcut key F6.

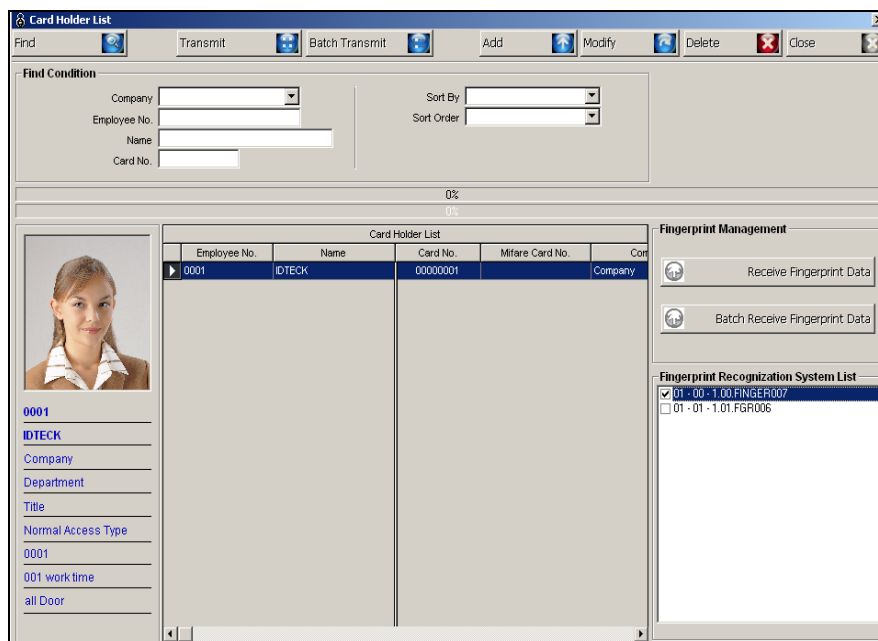
- Card Holder Screen

The Card Holder Screen has two modes. First screen is a normal mode. Second screen is a fingerprint management mode.

The normal mode is used with STAR (SR) 505R, STAR ICON100 (SR). The fingerprint management mode is used with STAR FINGER007 (SR).

- Card Holder List Screen : Normal Mode

(Using a (SR)STAR 505R , STAR ICON100(SR))



- Card Holder List Screen : Fingerprint Recognize Mode

(Using FINGER007(SR))

- Card Holder Management Screen : Normal Mode

- Card Holder Management Screen : Fingerprint Recognize Mode

■ Find

Find is used to get relevant information pertaining to the inquiry when information is available. It is used to edit and delete the existing data information.

- 1) Select Find button. The screen will appear.
- 2) Input Company, Employee No, Name, and Card No as appropriate. Select Sort By and Sort Order.
- 3) Select Find to make an inquiry. If inquired result is available, the screen appears.

■ Add

Add is used to create new data. Select Add button to add user data through input screen.

The screenshot shows the 'Card Holder List' window. At the top, there are buttons for Find, Transmit, Batch Transmit, Add (highlighted with a red box), Modify, Delete, and Close. Below these are search filters for Company, Employee No., Name, and Card No. The main area displays a table with columns: Employee No., Name, Card No., Mifare Card No., and Company. A sidebar on the left shows a list of card holders, and a 'Fingerprint Management' section on the right has buttons for 'Receive Fingerprint Data' and 'Batch Receive Fingerprint Data'.

- 1) The following screen appears after selecting Add. If a Finger007 is installed, fingerprint management tab appears.

The screenshot shows the 'Card Holder' input screen. At the top, there are buttons for Transmit, Save, and Close(F4). Below these are input fields for Employee No., Name, Card No., Mifare Card No., and Password. The main area is divided into tabs: Detail Information, Access Group, Time & Attendance, and Fingerprint Management (highlighted with a red box). The 'Fingerprint Management' tab is active, showing fields for Company, Department, Title, Access Type, Gender, E-mail, Issuing Date, Expire Date, and Address. There are also buttons for 'Load Picture' and 'Clear Picture'.

- 2) Input Employee No, Name, and Card No or Mifare Card No. This input is a requirement. Card No, Mifare No. is the ID number, and depending on card type, the digits range from 8-10.

Employee No. must not overlap. It is used as a key to identify user.

Input 4 digits Password if using card+pw to authenticate. If you do not input a password, the default value of 0000 is setup.

- 3) Input user's detailed information as basic data.
- 4) Input Issuing and Expire date. Putting a check mark on Auto Delete on Expired Date will delete the corresponding ID number.

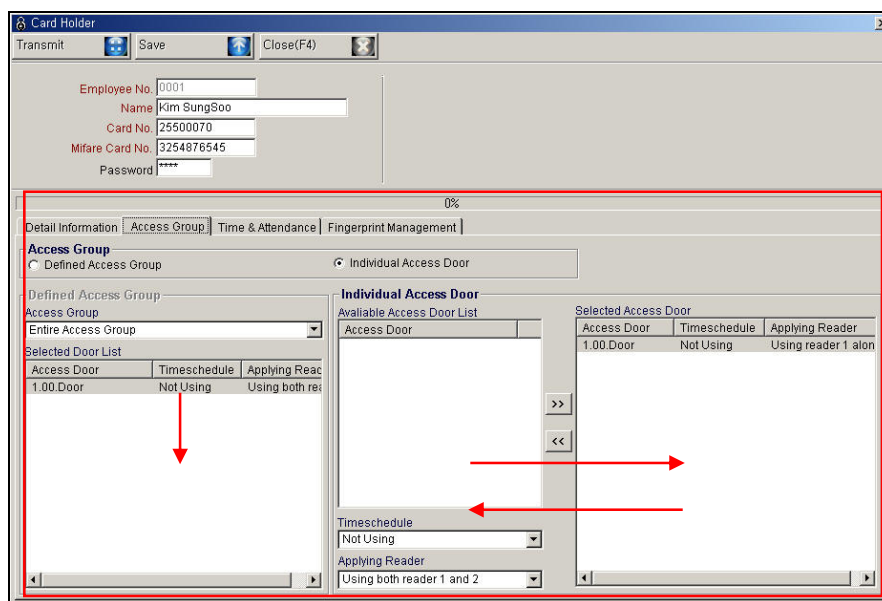
This software has the function of auto-deletion of ID number at the expiration date by transferring deletion order through communication after checking expiration date in S/W. It is processed only when the program operates under normal condition.

But even though the program was ended, when it is operated again, registered persons who expiry date is set at former date than the date of PC and auto-deletion is checked are deleted automatically.

In case that communication error is occurred, it may not be processed automatically, for that this function is done through the communication of program.

- 5) Select Access Right tab.

This is used to limit the access area on the user by selecting placed Access Group or selecting Individual Access Door to limit the access area.



If you limit the access through defined access group, choose defined access group and choose access group at the lower part. Then access door list included in access group is indicated at the bottom.

The setting of Individual access doors can be used at the access group setting mode in case the proper access group does not exist, or in case that you want to make and set the access group directly. In this case select setting of individual access doors and the time schedule in the same method with access group setting, then, double click the door to work with this time schedule.

6) Select Time & Attendance tab for Time & Attendance.

This is used to apply Time & Attendance by input of corresponding data. Refer to chapter 6 STARWATCH DUAL PRO I™ Time Attendance for detailed information.

Input Date Employed. Input Retirement Date if that is the case. For a user who is retired, cancel the time/attendance by removing check mark in Apply Time & Attendance. This option determines whether or not data is created.

If selecting Apply Time & Attendance, user needs to select Work Time and Work Holiday.

Work Time is applied per individual by using the Work Code setup. Work Holiday is applied per individual to calculate attendance on a holiday work.

Work Time and Work Holiday needs to be setup initially through work in registration and work holiday registration.

Select Save button to save data.

Select Transmit button. This will send the selected data to the system for application.

Refer to chapter 6 STARWATCH DUAL PRO I™ Time and Attendance regarding setup for Work Time and Work Holiday.

7) If system uses a FINGER007 (SR), select the fingerprint management tab.

This is used to apply a fingerprint data management.

Select a fingerprint use/not use mode.

If selecting applies a fingerprint use mode, user needs to upload a fingerprint data from FINGER007 system that stores a fingerprint data.

Select a fingerprint system that has a card holder's fingerprint data.

Select 'Receive a Fingerprint Data' button to upload data.

When it is transmitted lowering the setting of access group. So if a lot of access areas existed, it might take some time for transportation of data. And in case of communication error, transmission error or delay of time can happen.

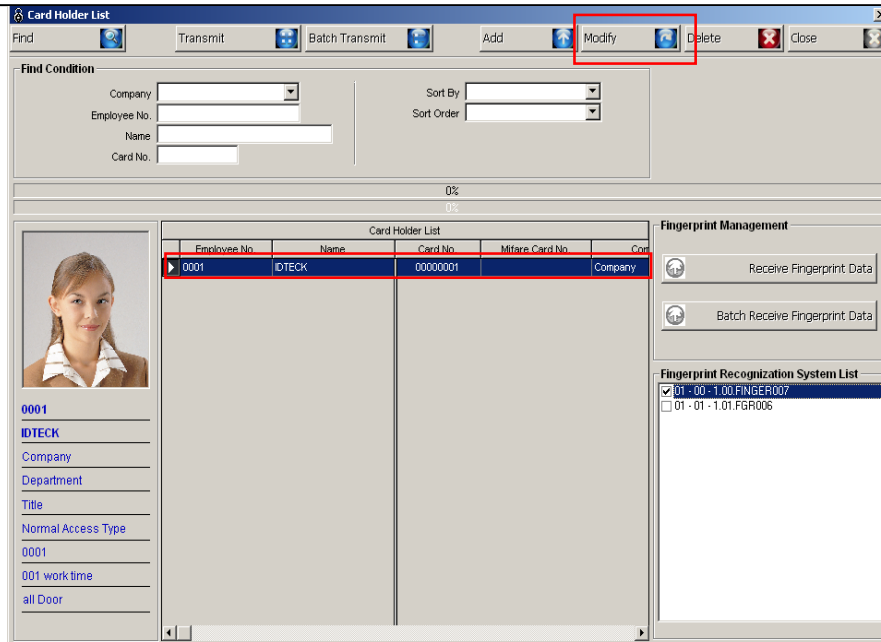
And when the data is being transmitted, transmission status is indicated in the middle of screen.

This function will be operated only for normal communication status so that if the communication is lost, this function will not operate properly.

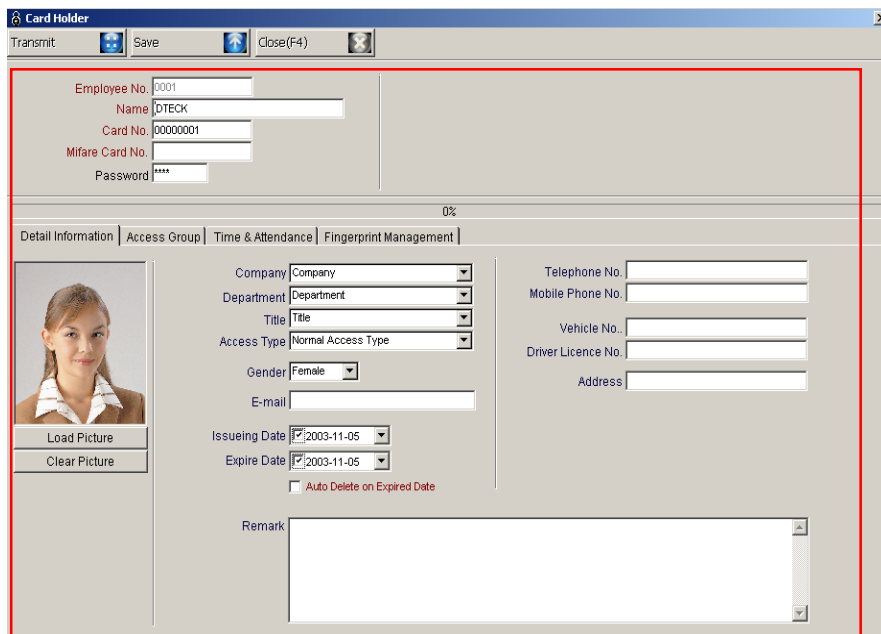
■ Modify

Modify is used to change existing data. Or if system uses a FINGER007 (SR), can uses an uploading fingerprint. Find data to modify or to change registered content list.

Selected data is displayed as below figure in highlighted bar.



- 1) Select Modify to see the following screen. The screen is equal to registration screen. Therefore, the Employee No. cannot be changed.



- 2) Modify items to change. Modify Detailed Information, Access Right, and Time & Attendance.
- 3) Select Save button to save data.
- 4) If system uses a FINGER007 (SR), select the fingerprint management tab.

This is used to apply a fingerprint data management.

Select a fingerprint use/not use mode.

If selecting applies a fingerprint use mode, user needs to upload a fingerprint data from FINGER007 system that stores a fingerprint data.

Select a fingerprint system that has a cardholder's fingerprint data.

Select 'Receive a Fingerprint Data' button to upload data.

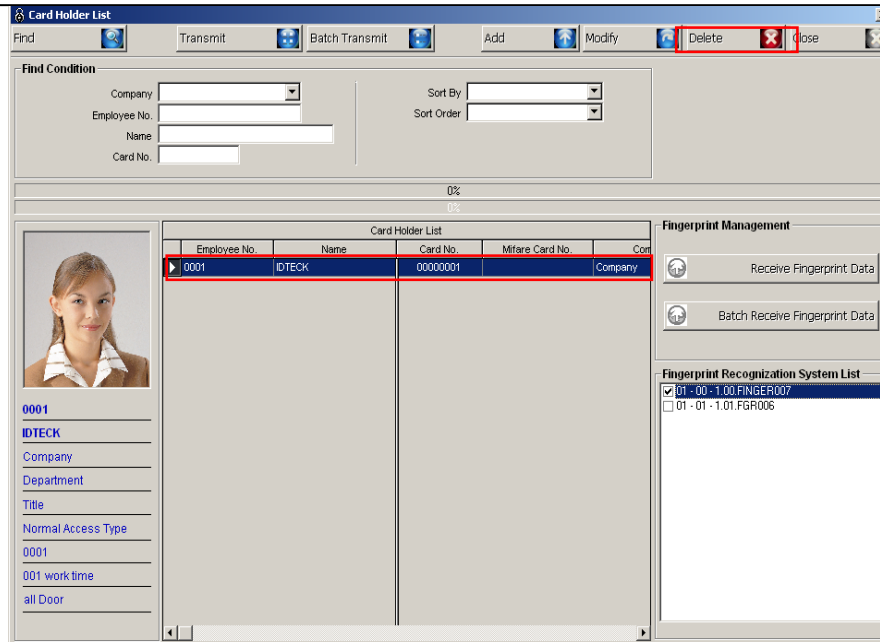
5) Select Close button to finish.

If card no. or access group data was modified, you need to retransmit the data.

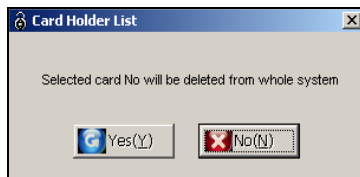
■ Delete

Delete is used to delete existing data. Find data to delete or to delete registered content list data.

Selected data is displayed as below figure in highlighted bar.



- 1) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



- 2) Selecting Yes button will delete all ID cards in controller. Once completed, it will ask the user if the current data is going to be deleted from database in a message box.

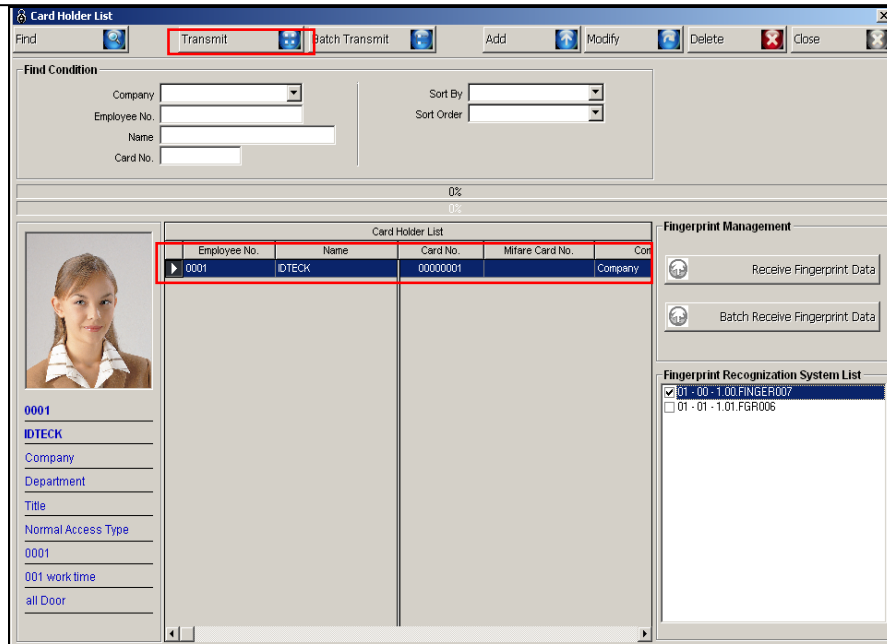
Selecting Yes will delete from database, and registered into Delete Management to be restored later.



- 3) Select Close button to finish.

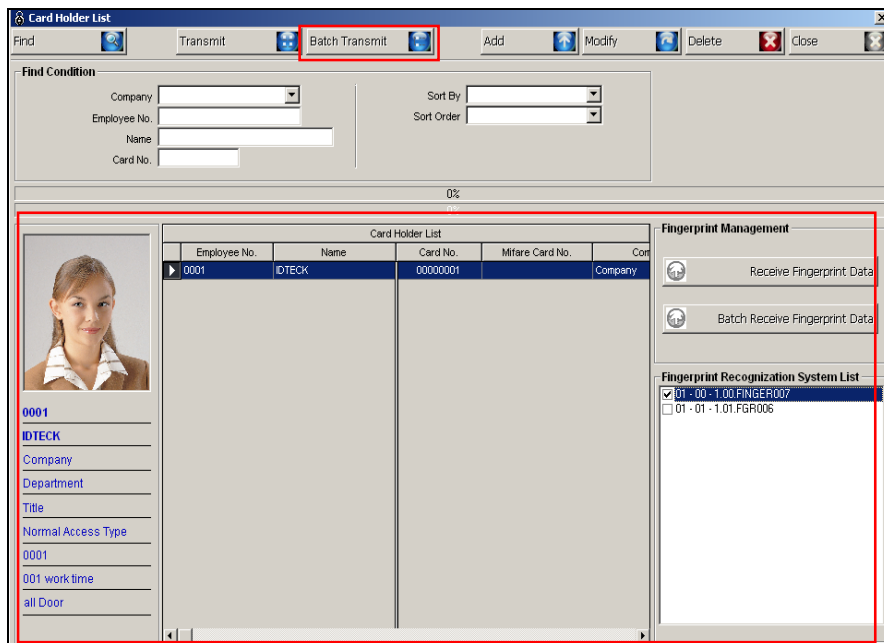
■ Individual Transmit

This function transmits the selected data to the controller, and activates the setup functions. User is selected from the corresponding access group to be sent to the registered access door.



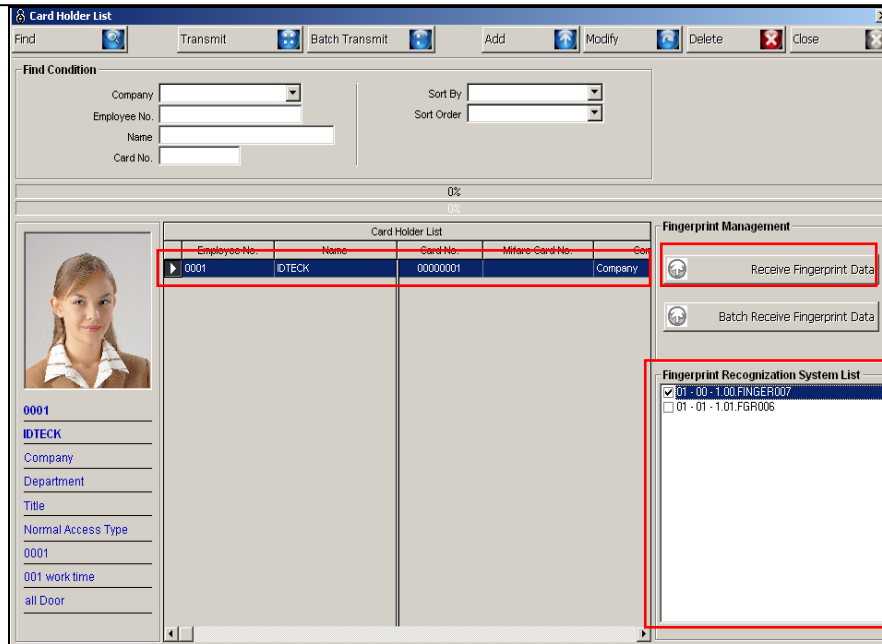
■ Batch Transmit

This transmits the entire data through Find in means of Find Condition to the controller. If find has no specific parameters, it will display the entire information. In this case, selecting Batch Transmit will send entire registered data, but if specific parameter is used to find, it sends the found result completely.



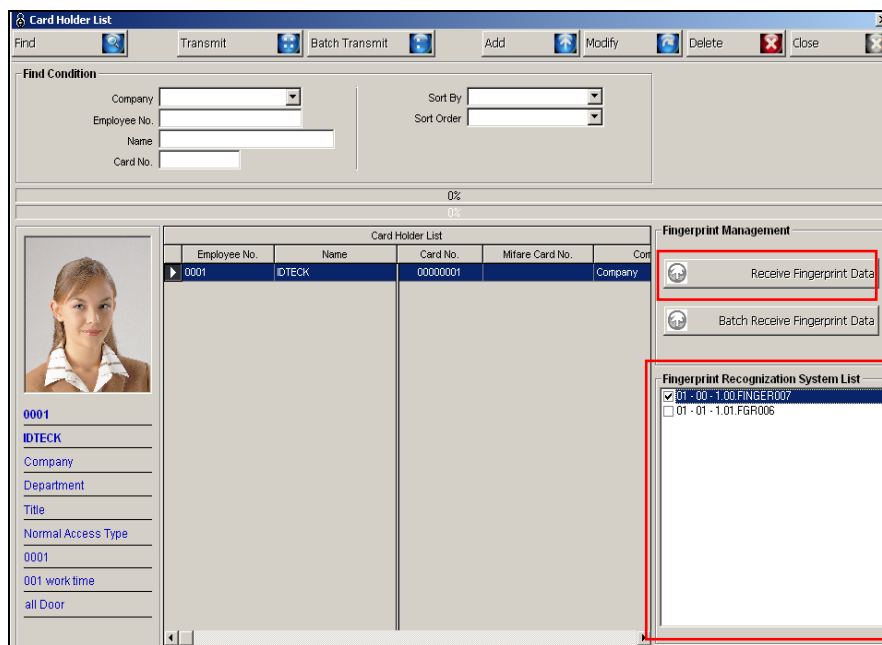
■ Upload Fingerprint data

This function uploads a selected card holder's fingerprint data from the fingerprint controller.



■ Batch upload fingerprint data

This function uploads all card holders' fingerprint data that is stored in fingerprint controller from fingerprint controller.



Deleted Card Management

This function lets the user manage the deleted data from User Contents. If later on the deleted user is to be reinstated, this function recovers the data to register user without having to input the information all over again.

- Start

Select Access Control Management->Deleted Card Management or press shortcut key F7.

- Find

Find is used to get relevant information pertaining to the inquiry when information is available.

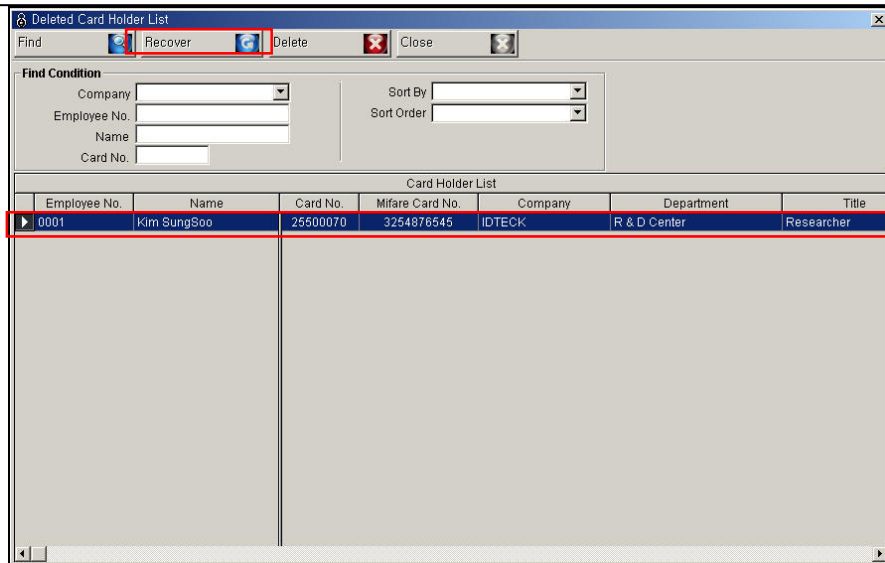
Employee No.	Name	Card No.	Mifare Card No.	Company	Department	Title
0001	Kim SungSoo	25500070	3254876545	IDTECK	R & D Center	Researcher

- 1) Input Company, Employee No, Name, and Card No as appropriate.
- 2) Select Sort By and Sort Order.
- 3) Select Find to make an inquiry. If inquired result is available, the screen appears.

- Recover

This is used to recover deleted user data. Use Find to locate or registered deleted user content to select data for recovery.

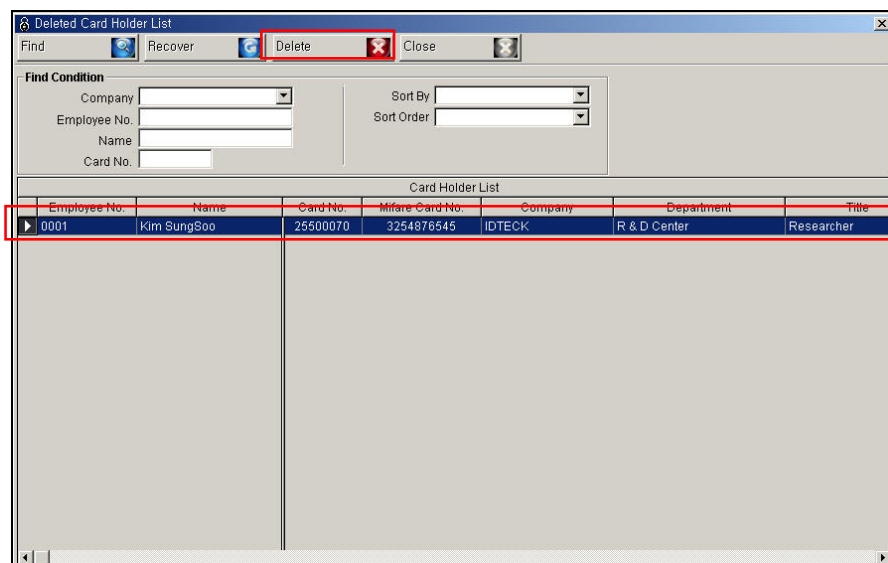
Selected data is displayed as below figure in highlighted bar.



- 1) Select data to recover from Find or Contents.
- 2) Select Recover button to begin.

■ Delete

Delete is used to delete existing data. Find data to delete or to delete registered content list data.



- 1) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



Visitor Management

This function manages visitor access by means of temporary visit registration. The visitor is issued a card with setup of access area, and expire the access with input of Expire date automatically.

■ Start

Select Access Control Management->Visitor Management or press shortcut key F8.

■ Find

Find is used to get relevant information pertaining to the inquiry when information is available. It is used to edit and delete the existing data information.

The screenshot shows the 'Visitor List' application window. At the top, there is a toolbar with buttons: Find (highlighted with a red box), Transmit, Add, Modify, Delete, and Close. Below the toolbar is the 'Find Condition' section, which is also highlighted with a red box. It contains input fields for Company, Name, Telephone No., and Card No., as well as dropdown menus for Sort By and Sort Order. The main area of the window displays a table titled 'Visitor List' with columns: Company, Name, Telephone No., Card No., Mifare card No., Password, and Access Gro. The table contains one entry: RF Logics, Guest, 82-2-2659-0055, 10000001. To the left of the table is a small portrait of a woman and a list of fields: RF Logics, Guest, 82-2-2659-0055, Company, Department, R_D Center.

Company	Name	Telephone No.	Card No.	Mifare card No.	Password	Access Gro
RF Logics	Guest	82-2-2659-0055	10000001			

- 1) Input Company, Name, Telephone No, and Card No as appropriate.
- 2) Select Sort By and Sort Order.
- 3) Select Find to make an inquiry. If inquired result is available, the screen appears.

■ Add

Add is used to create new data. Select Add button to add visitor information through input screen.

1) The following screen appears after selecting Add.

2) Input Company, Name, and Card No. This input is a requirement and must be done.

3) Input visitor information.

4) Setup Issuing Date and Expire Date. Expire Date activates the automatic deletion of visitor ID. This means if the Expire Date matches the current PC time, the ID is automatically deleted from the controller through communication.

The function of auto-deletion of ID number at the expiration date is transferred deletion order through communication after check expiration date in S/W. It is processed only when the program is being operated normally.

This function will be operated only for normal communication status so if the communication is lost, this function will not operate properly.

- 5) Setup visitor access area. Select from the Access Group already in place. This function needs to be registered initially.
- 6) Select Save button to save.
- 7) Select Transmit to register the ID to controller.
- 8) If system uses a FINGER007 (SR), select the fingerprint management tab.

This is used to apply a fingerprint data management.

Select a fingerprint use/not use mode.

If selecting applies a fingerprint use mode, user needs to upload a fingerprint data from FINGER007 system that stores a fingerprint data.

Select a fingerprint system that has a visitor's fingerprint data.

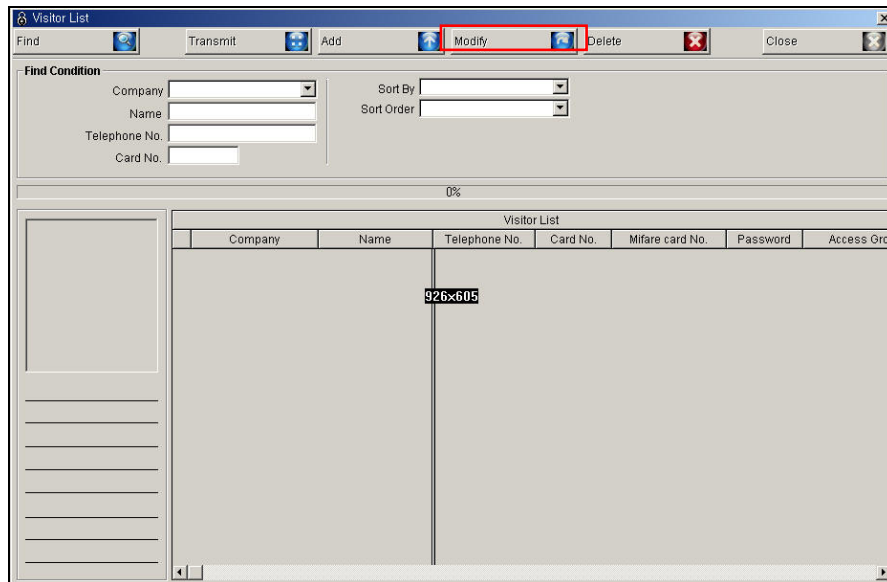
Select 'Receive a Fingerprint Data' button to upload data.

- 9) Select Close button to finish.

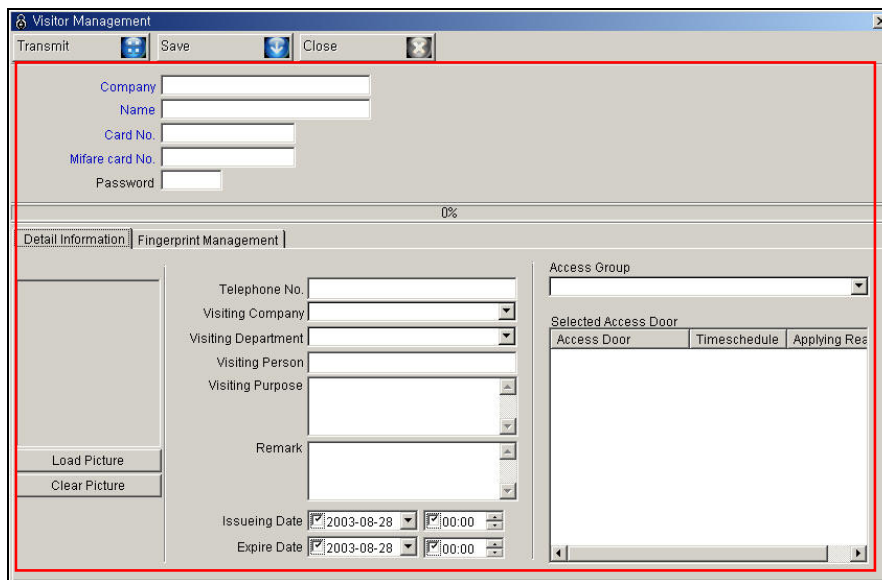
■ Modify

Modify is used to change existing data. Find data to modify or to change registered content category.

Selected data is displayed as below figure in highlighted bar.



- 1) Select Modify to see the following screen. The Visitor Management Modify is equal to registration screen. Therefore, Company and Name cannot be changed.



- 2) Modify data. You must transmit, if Card No and Access Group is changed.
- 3) If system uses a FINGER007 (SR), select the fingerprint management tab.

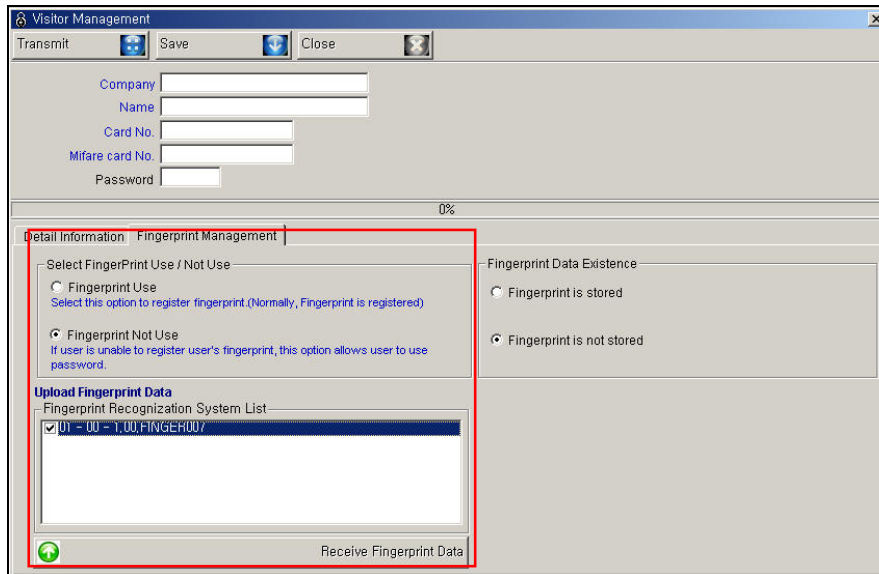
This is used to apply a fingerprint data management.

Select a fingerprint use/not use mode.

If selecting applies a Fingerprint Use mode, user needs to upload a fingerprint data from FINGER007 system that stores a fingerprint data.

Select a fingerprint system that has a visitor's fingerprint data.

Select 'Receive a Fingerprint Data' button to upload data.

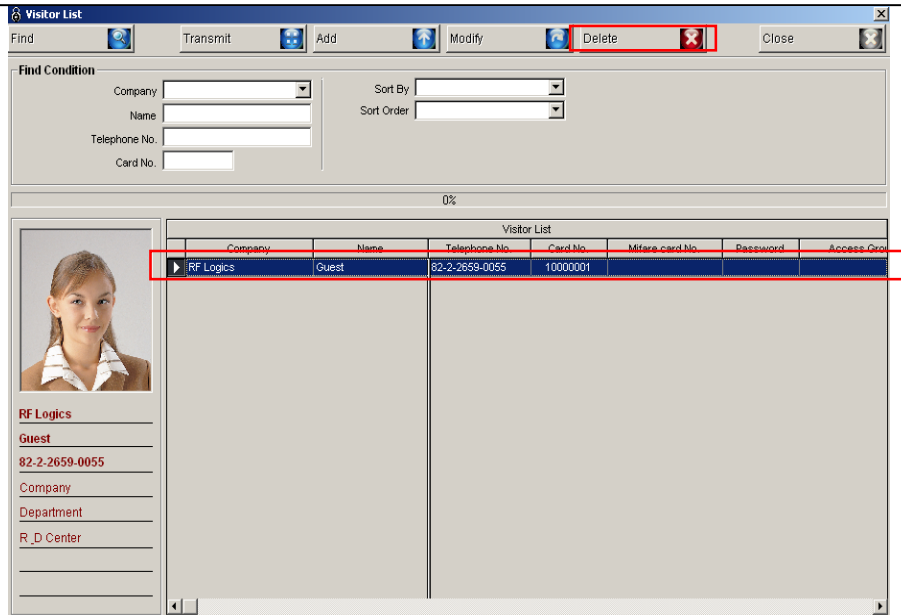


4) Select Save and Transmit button.

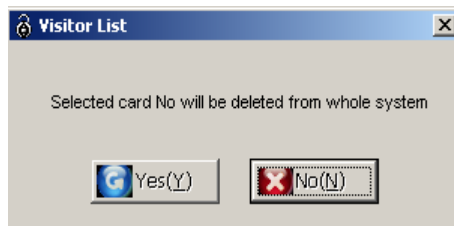
5) Select Close button to finish.

■ Delete

Delete is used to delete existing data. Find data to delete or to delete registered content data.









- 1) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



■ Transmit

This function is used to send the setup functions to the controller for activation. Use Find to search for data transmit or select the data from the registered reader categories to send.


Visitor List

Find  **Transmit**  Add  Modify  Delete  Close 

Find Condition

Company Sort By
Name Sort Order
Telephone No.
Card No.

0%



RF Logics

Guest

82-2-2659-0055

Company

Department

R_D Center

Company	Name	Telephone No.	Card No.	Military card No.	Password	Access On
RF Logics	Guest	82-2-2659-0055	10000001			

- 1) Select from Visitor List.
- 2) Select Transmit. Select Close to finish.

View

Access Door Status/Control

This function lets the user monitor access door status in real time. The icon status changes displaying in real time (Door Open, Door Closed, Lock, and Unlock)

Also, the user can control Lock, Unlock of access door by location of (entire, area type, floor type, individual type door)

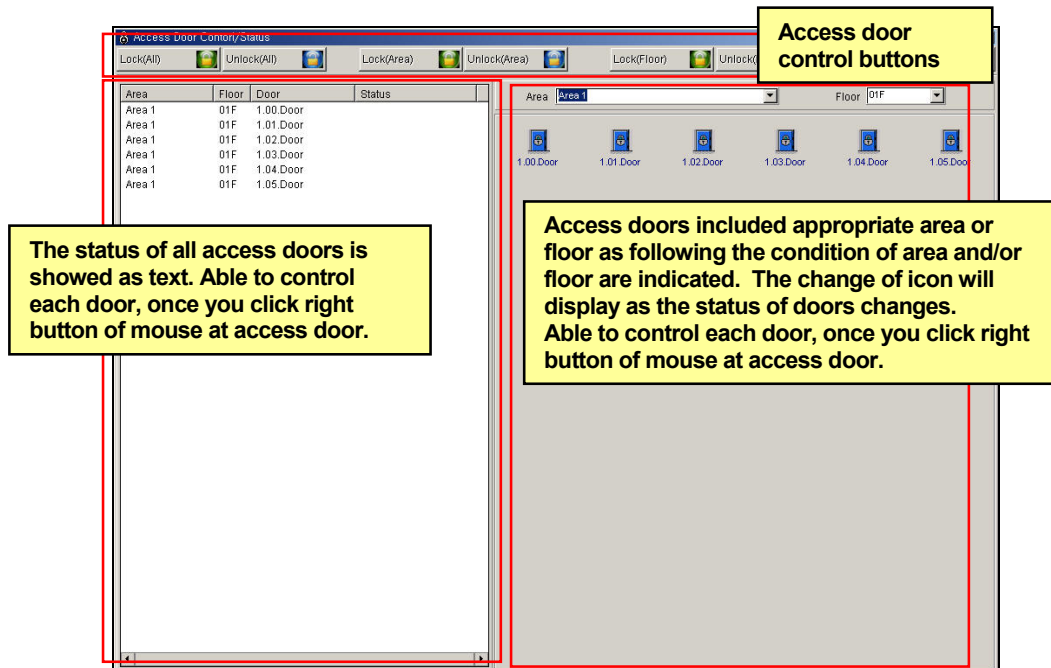
■ Start

Select View->Door Status/Control or press shortcut key Ctrl+F1.

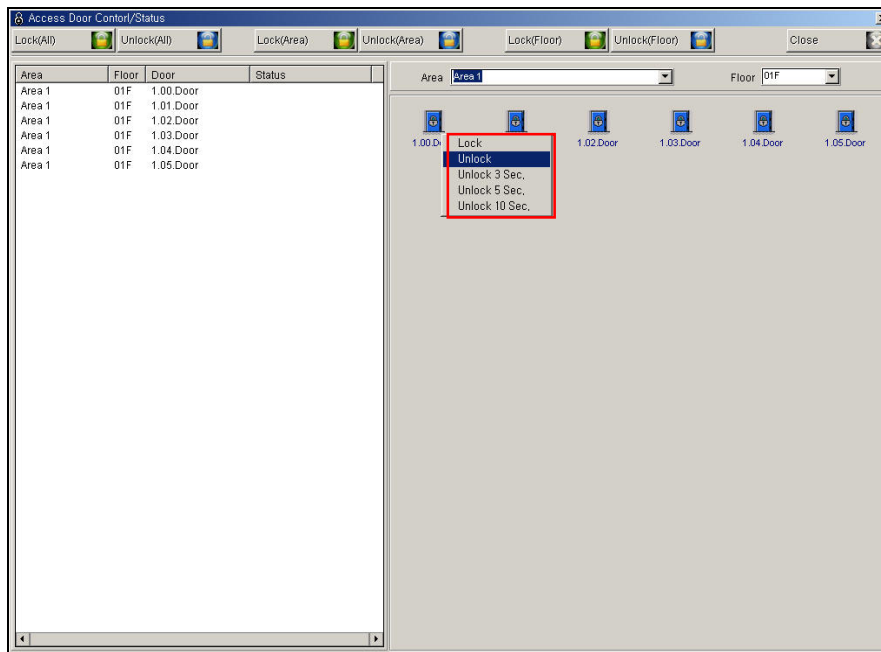
■ Control

This is used to control door of (entire, area type, floor type, individual type door)

- Lock (Entire): Entire doors are locked.
- Unlock (Entire): Entire doors are unlocked.
- Lock (Area): Selected area doors are all locked.
- Unlock (Area): Selected area doors are all unlocked.
- Lock (Floor): Selected Floor doors are all locked.
- Unlock (Floor): Selected Floor doors are all unlocked.



- Lock: Selected door is locked.
- Unlock: Selected door is unlocked.
- 3 sec Unlock: Selected door is unlocked for 3 sec.
- 5 sec Unlock: Selected door is unlocked for 5 sec.
- 10 sec Unlock: Selected door is unlocked for 10 sec.



Transaction Status

This function displays normal and alarm events when an event occurs. It lets the user to check the real time event status.

- Start

Select View->Transaction Status or press shortcut key Ctrl+F2.

- Event Status

This displays normal access events.



- Alarm Status

This displays various alarm events. It shows user access denied event, timeschedule error, and other input/output events.

Also, in the event of an alarm, there is an Admin acknowledgement function. User needs to acknowledge alarm status. If the alarm event was not checked, it will load into the alarm status when program is rebooted.

The number of alarm status loaded into the program is 3000 listings standard. If the user does not check the alarm status the alarm status will roll from the beginning and will not display again.

-  Alarm Details

Ack  Close 

Occurred Alarm

Date	Time	Area	Floor	Door	Reader	Name	Company	Department
<div> <div></div> <div></div> </div>								

Operator Comments



Report

Card Holder List Report

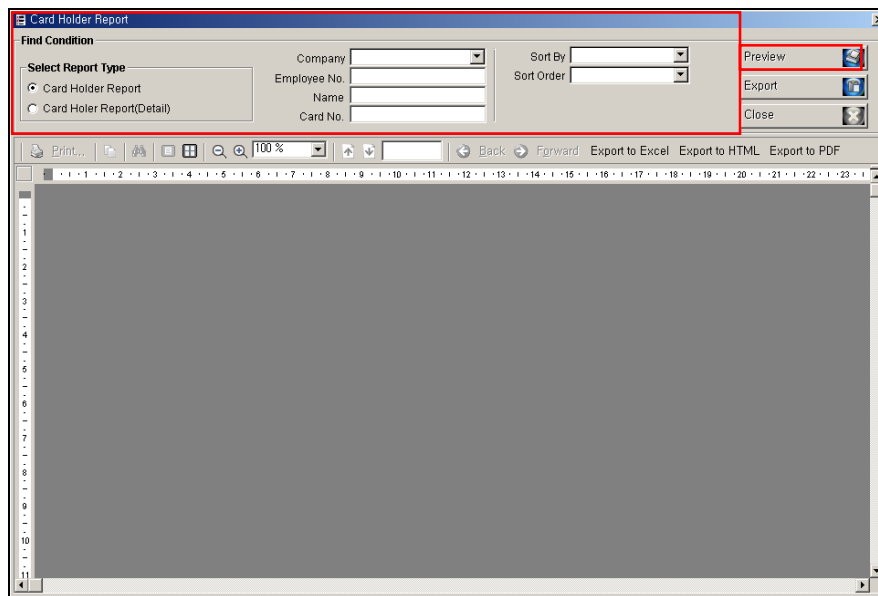
The registered user status in Card Holder Management can be outputted.

- Start

Select Report->Card Holder List or press shortcut key Ctrl+F4.

- Print

This function uses registered Card Holder data as basis to print Card Holder contents in agreement to Find Condition.



- 1) Select Report Type.

Door Access Reports simply print employee's number, name, company, department, title, and access group.

Door Access Detail Reports print user's personal information and their photo images. (It could cause system overload if access data has many lists with photo images to print or preview.)

- 2) Input Company, Employee No, Name, and Card No as appropriate.

- 3) Select Sort By and Sort Order.

- 4) Select Print button. If data is found, it will display how it will look when printed. The following screen will appear.

Card Holder Report

Access Card Holder Report

Employee No.	Name	Card No.	Mifare Card No.	Company	Department	Access Group	Iss
004	Baker, Bernard	00922103		United Savannah			20
005	Barnard, Troy	00922104		United Savannah			20
006	Barnes, Donald Lee	00922105		United Savannah			20
007	Bell, Clarence Alexander	00922106		United Savannah			20
008	Bernard, Rita A.	00922107		United Savannah			20
009	Black, Gary	00922108		United Savannah			20
010	Blase, John A	00922109		United Savannah			20
011	Bowens, Terry J.	00922110		United Savannah			20
012	Bozeman, Eric W	00922111		United Savannah			20
013	Bradshaw, Craig L	00922112		United Savannah			20

Card Holder Report (Detail)

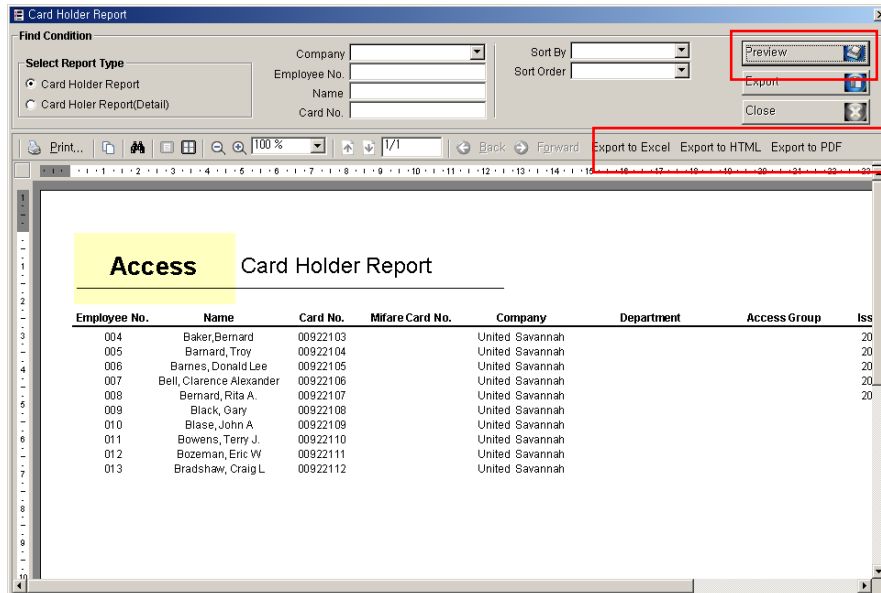
Access Card Holder Report(Detail)

Employee No.	004	Gender	
Name	Baker, Bernard	Social Insurance No	
Card No.	00922103	Vehicle No.	
Mifare Card No.		Car License No	
Company	United Savannah	Issued Date	2003-09-09
Department		Expire Date	2003-09-09
Title		Telephone No	
Access		Mobile Phone No	
Access Group			
Employee No.	005	Gender	
Name	Barnard, Troy	Social Insurance No	
Card No.	00922104	Vehicle No.	
Mifare Card No.		Car License No	
Company	United Savannah		

- 5) To obtain print out of this screen, select the Print button located in the top left hand side.

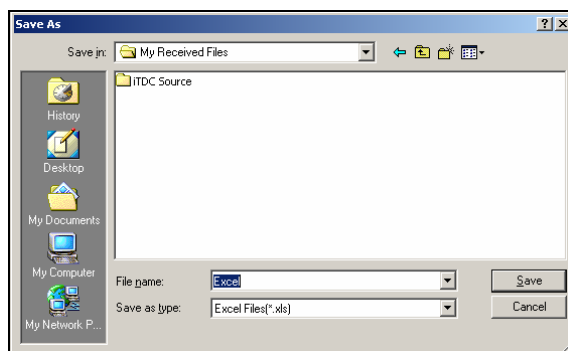
■ File Conversion

All reports can be converted to three different types of file. It can be converted to PDF, HTML, and Excel file. These converted files can be sent out via Internet and email to another person.



- ✓ Export to Excel: Excel report file is created as appearing in print image.
- ✓ Export to HTML: HTML report file is created as appearing in print image.
- ✓ Export to PDF: PDF report file is created as appearing in print image. You will need Adobe Acrobat Reader to view the PDF file.

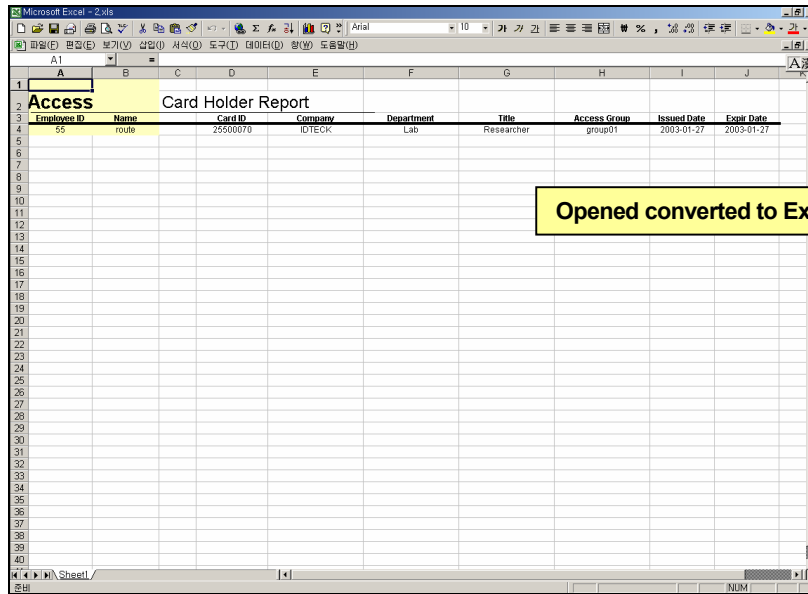
- 1) Select the button for the type of file conversion.
- 2) The following screen will appear. Input the file name and designate a folder location.



- 3) Select Save button. Depending on file conversion type, it may take some time to complete.

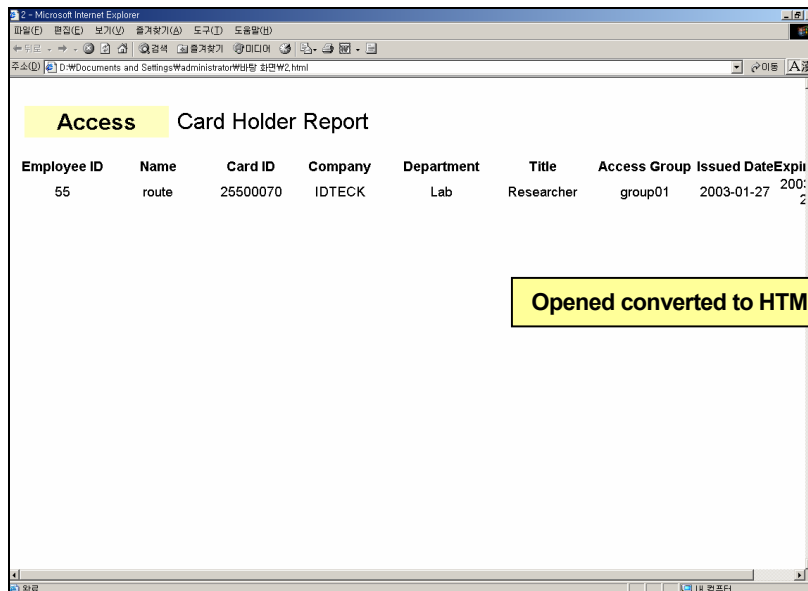
There are instances where it may take some time for the procedure to complete, depending on conversion file type and number of pages. PDF and Excel file conversion takes some time. You will need to wait until the mouse's cursor hourglass display is finished.

- 4) Once conversion is completed, you can open the converted file to check file image.



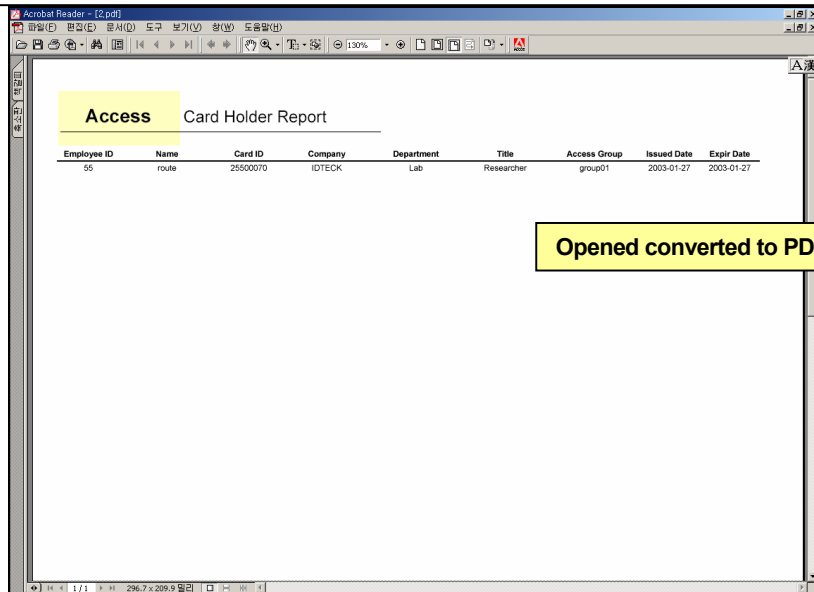
Opened converted to Excel file

Employee ID	Name	Card ID	Company	Department	Title	Access Group	Issued Date	Expiry Date
55	route	25500070	IDTECK	Lab	Researcher	group01	2003-01-27	2003-01-27



Opened converted to HTML file

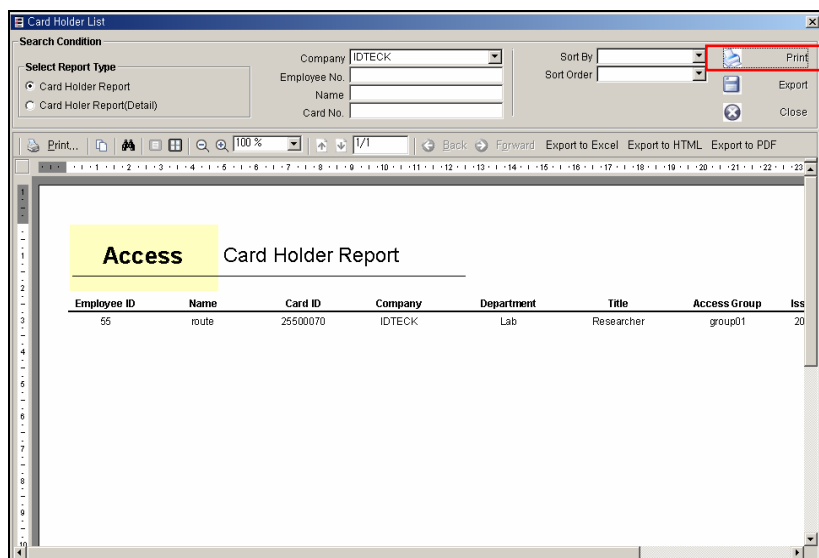
Employee ID	Name	Card ID	Company	Department	Title	Access Group	Issued Date	Expiry Date
55	route	25500070	IDTECK	Lab	Researcher	group01	2003-01-27	2003-01-27



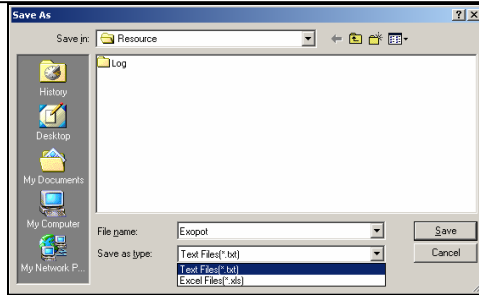
■ Export

This function is used to export specified file through Find data for storage.

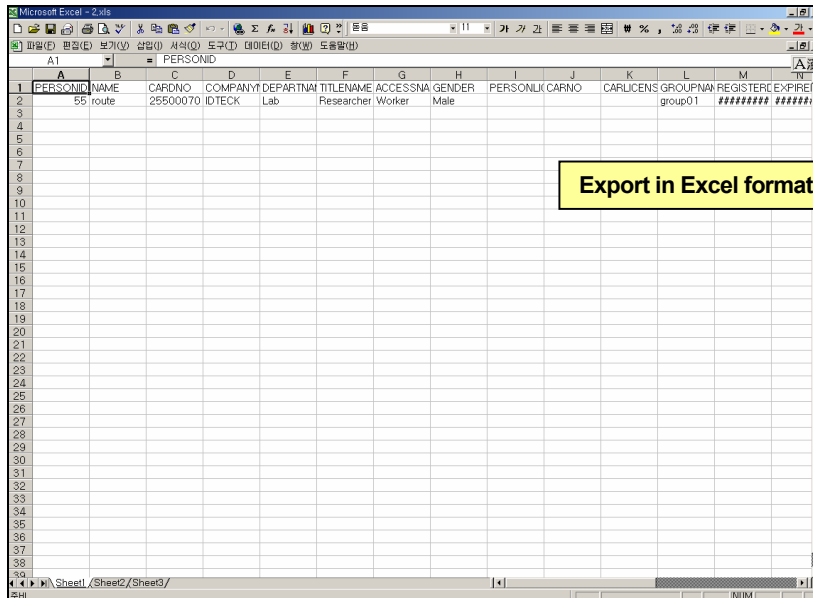
Selecting Export button can store data from Find in text and Excel file.



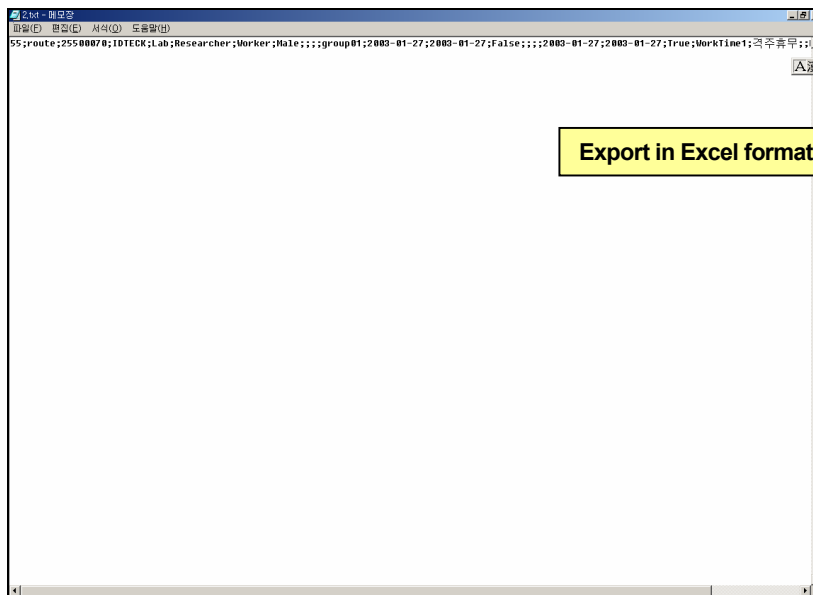
- 1) Input Search Condition.
- 2) Select Export button and the following screen appear.



3) Input file location, name, and select file format. Select Save button to save.



Export in Excel format



Export in Excel format

Delete Card Holder Report

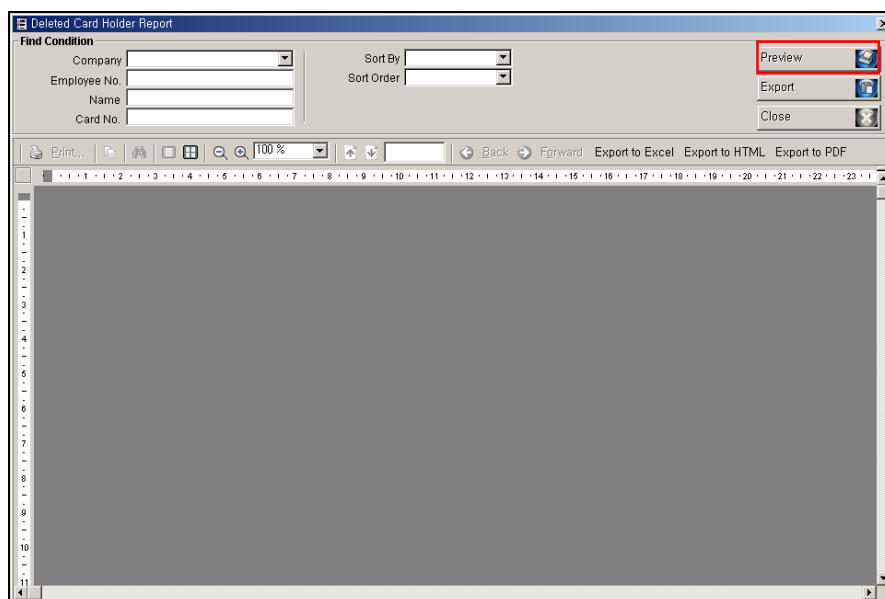
The reports from deleted card holder in Card Holder Management are searched and printed. It searches and prints data registered in Delete Management.

- Start

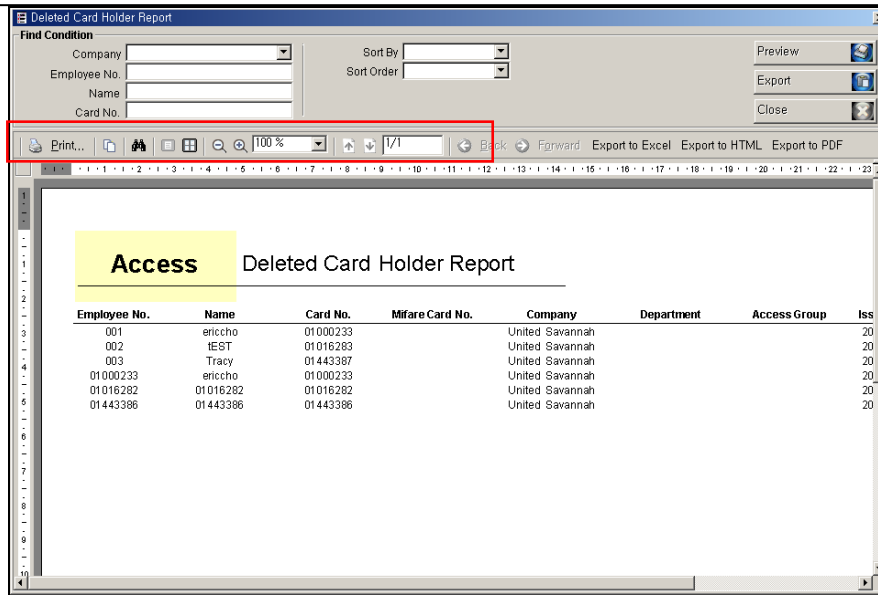
Select Report->Deleted Card Holder List Report or press shortcut key Ctrl+F5.

- Print

This function prints the report of Deleted Card Holder List in agreement with registered deleted card holder data.



- 1) Input Company, Employee No, Name, and Card No as appropriate.
- 2) Select Sort By and Sort Order.
- 3) Select Print button. If data is found, it will display how it will look when printed. The following screen will appear.



4) To obtain print out of this screen, select the Print button located in the top left hand side.

- Export and Conversion

These functions are used identically to the methods explained formerly.

Event History Report

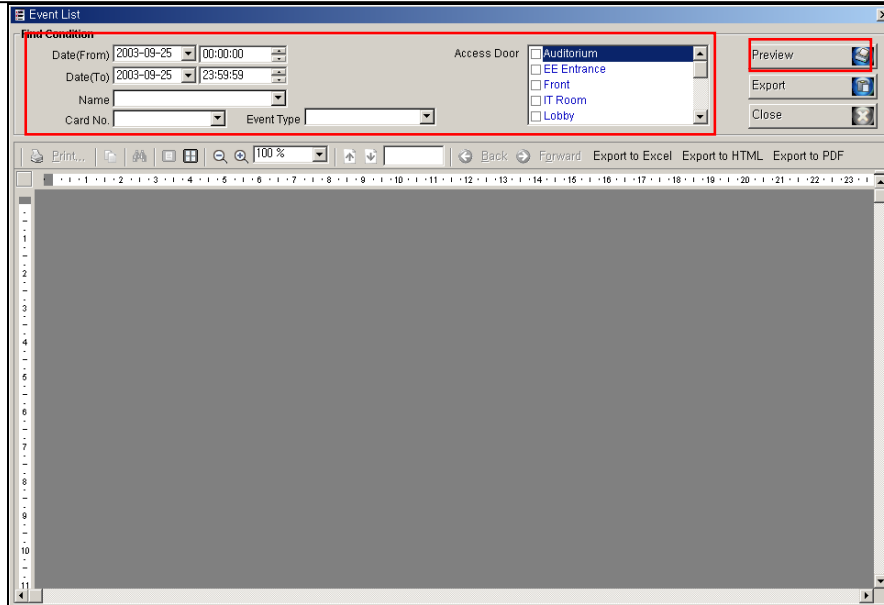
This report is searched as normal access event data of date and time. This data prints out all users' access record through search. Use appropriate condition to search and print.

- Start

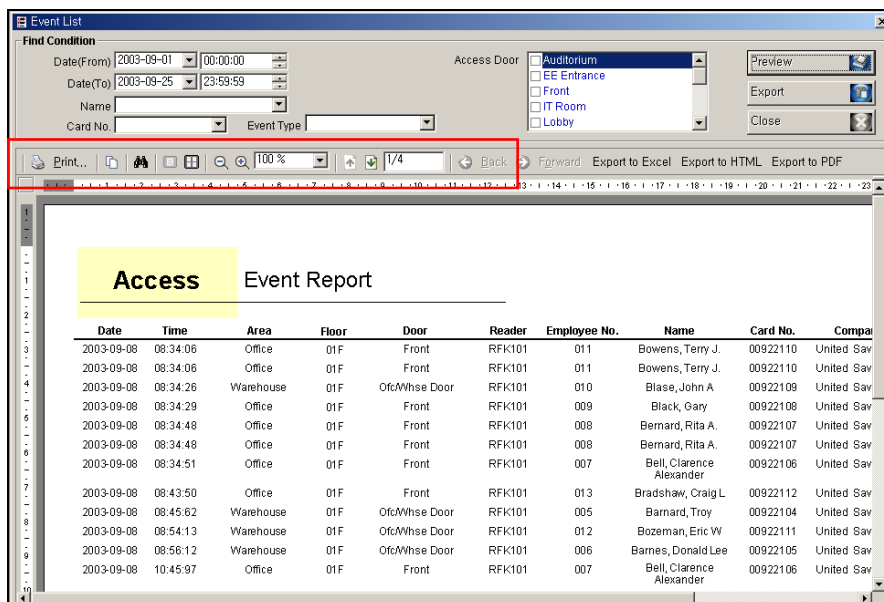
Select Report->Event History Report or press shortcut key Ctrl+F6.

- Print

This function prints the report of stored access status data in agreement with search data.



- 1) Input Date (From), Date (To), and time period for each date.
- 2) Select other items as appropriate.
- 3) Select Print button. If data is found, it will display how it will look when printed. The following screen will appear.



- 4) To obtain print out of this screen, select the Print button located in the top left hand side.

Alarm History Report

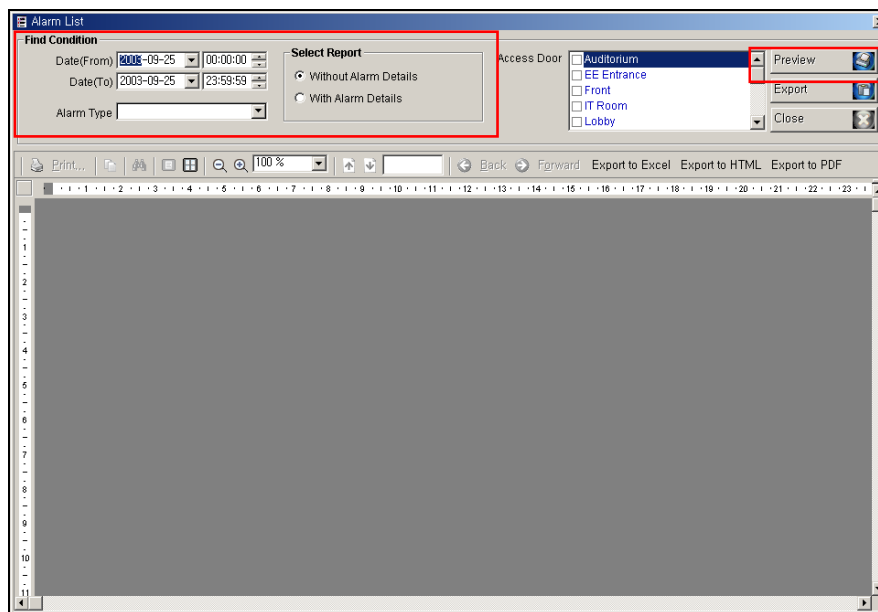
This report searches and prints alarm event data. All data related to alarm events are stored in database. Using date and time as Find Condition, the alarm event status is searched and printed.

- Start

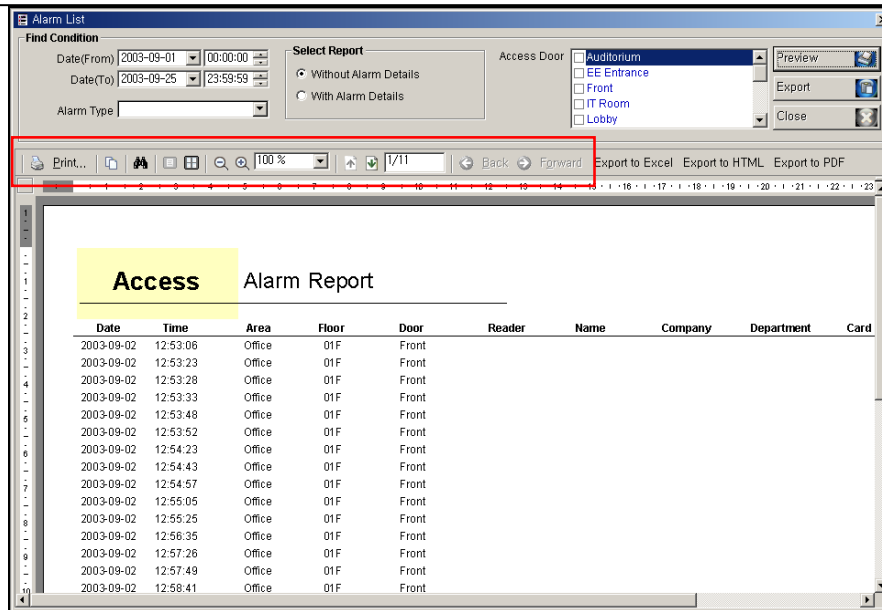
Select Report->Alarm History Report or press shortcut key Ctrl+F7.

- Print

This function prints the report of stored alarm status data in agreement with search data.



- 1) Input Date (From), Date (To), and time period for each date.
- 2) Select other items as appropriate.
- 3) Select Print button. If data is found, it will display how it will look when printed. The following screen will appear.



4) To obtain print out of this screen, select the Print button located in the top left hand side.

Accessible Door List by Person Report

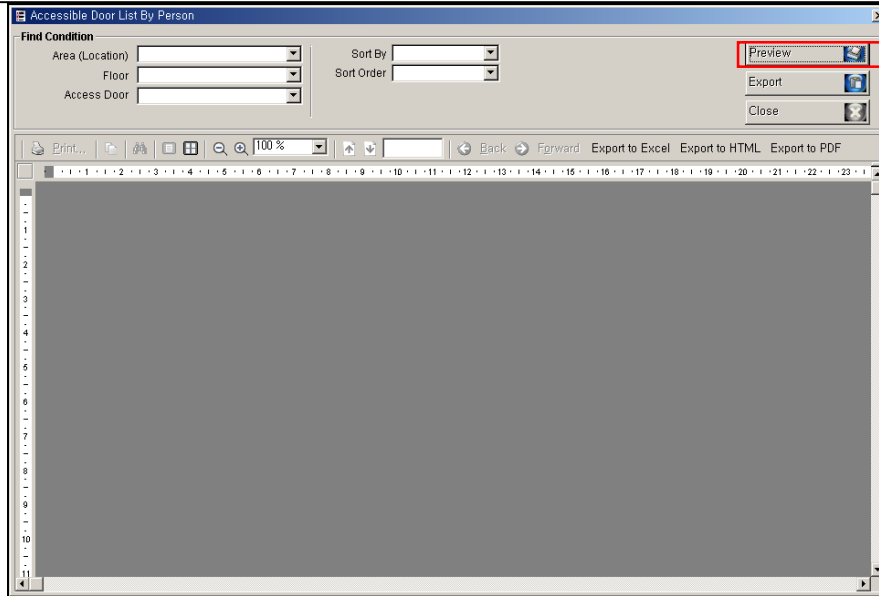
This report uses Accessible Door as basis to search and print out corresponding access door applied to give user authority.

- Start

Select Report->Accessible Door List by Person or press shortcut key Ctrl+F9.

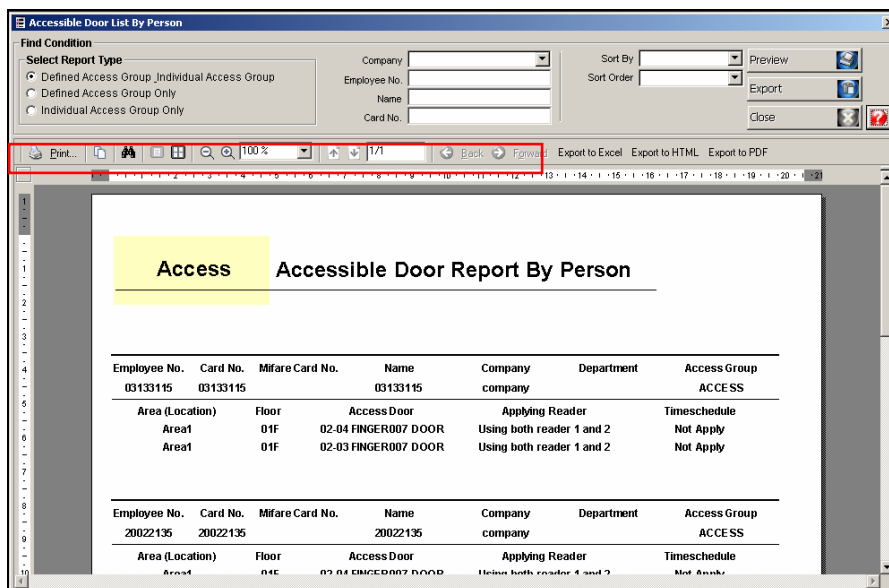
- Print

It will print out Accessible Door List by Person.



- 1) Input Date (From), Date (To), and time period for each date.
- 2) Select other items as appropriate.
- 3) Select Print button. If data is found, it will display how it will look when printed. The following screen will appear.

It also can be printed according to Report Type. Please select Access Group condition.



- 4) To obtain print out of this screen, select the Print button located in the top left hand side.

Accessible ID Report by Door Report

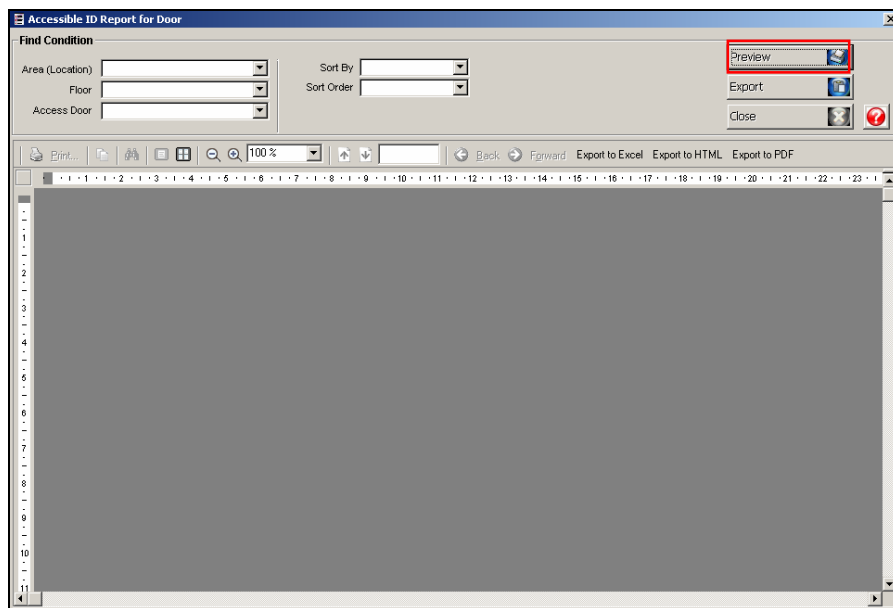
This report is to select Accessible ID information according to Door. If you select Door information in Find Condition , ID information will be displayed according to Door.

- Start

Select Report->Accessible ID Report by Door or press shortcut key Ctrl+F9.

- Print

It will print out Accessible Person Report By Door.



1) Input Date (From), Date (To), and time period for each date.

2) Select other items as appropriate.

Select Area, Floor, Access Door information. Sort By and Sort Order is optional File Condition.

3) Select Print button. If data is found, it will display how it will look when printed. The following screen will appear.

Accessible ID Report for Door

Find Condition

Area (Location): Area1 Sort By: Preview

Floor: 01F Sort Order: Export

Access Door: Close

Print... Copy Paste Find 100% 1/1 Back Forward Export to Excel Export to HTML Export to PDF

Access Accessible Person Report By Door

Area (Location)	Floor	Access Door			
Area1	01F	02-03 FINGER007 DOOR			
Employee No.	Card No.	Name	Company	Department	Timeschedule
03133115	03133115	03133115	company		Not Apply
20022135	20022135	20022135	company		Not Apply
25500134	25500134	25500134	company		Not Apply
25500135	25500135	25500135	company		Not Apply

- 4) To obtain print out of this screen, select the Print button located in the top left hand side.

Visitor Event List

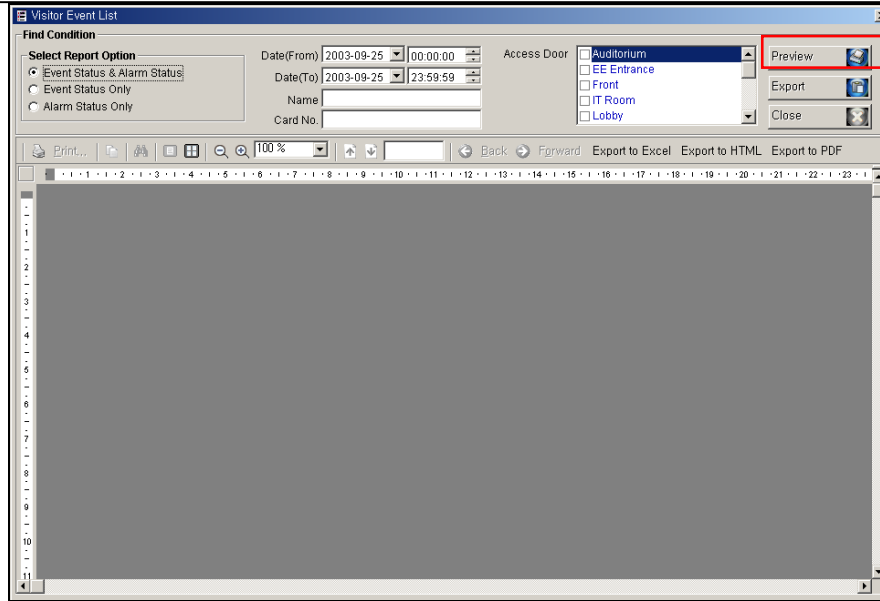
This function searches and prints registered visitors' access event status data. This data is stored in database and the user search and print this data using date and time as basis.

- Start

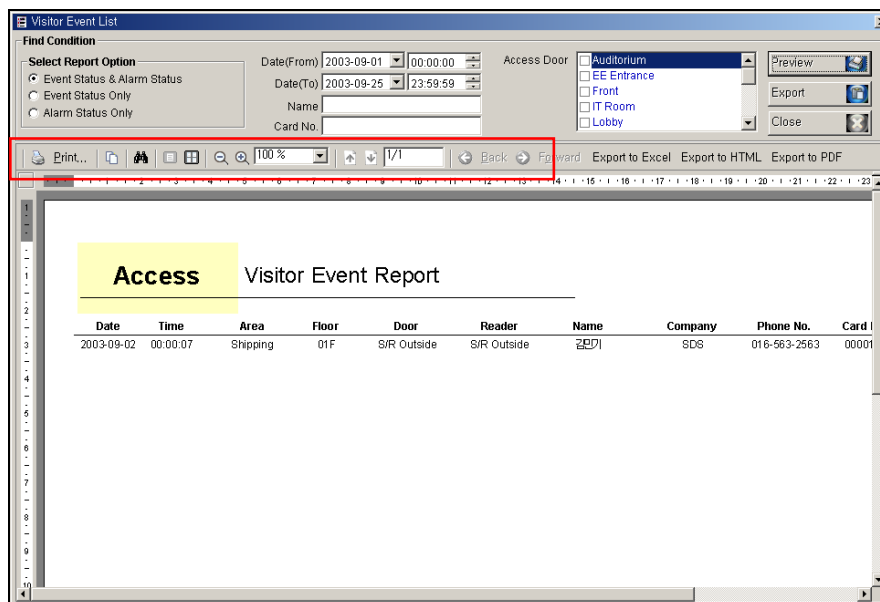
Select Report->Visitor Event History Report or press shortcut key Ctrl+F11.

- Print

It will print out Visitor Event List.



- 1) Input Date (From), Date (To), and time period for each date.
- 2) Select other items as appropriate.
- 3) Select Print button. If data is found, it will display how it will look when printed. The following screen will appear.



- 4) To obtain print out of this screen, select the Print button located in the top left hand side.

Last Access Event Report

This report is based on Last Access Event data to locate the current site the user is at, using the event occurrence data to search and print out.

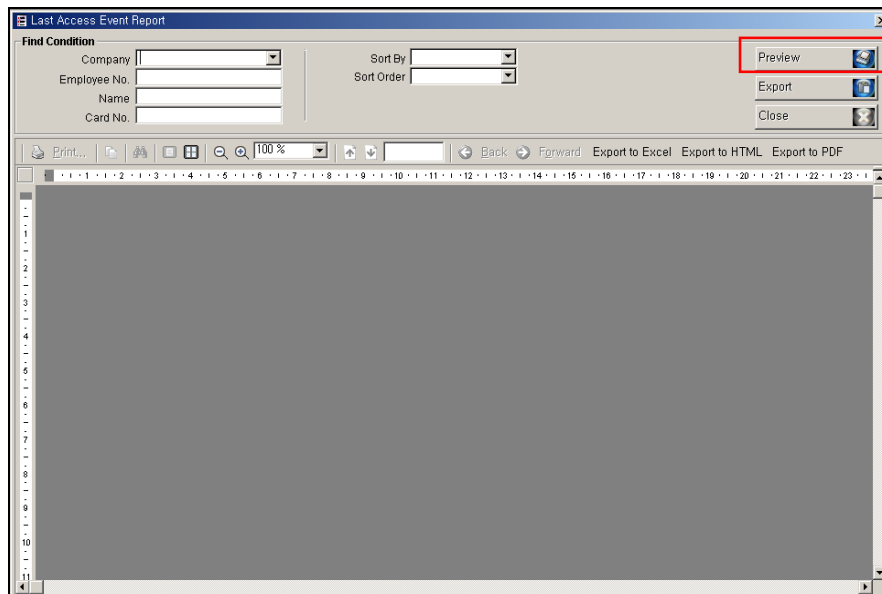
This data when used with controller Antipassback function can create accurate data, but if Antipassback is not used, the resulting data cannot be seen as accurate.

- Start

Select Report->Last Access Event Report or press shortcut key Ctrl+F12.

- Print

It will print out Last Access Event Report.



- 1) Input Date (From), Date (To), and time period for each date.
- 2) Select other items as appropriate.
- 3) Select Print button. If data is found, it will display how it will look when printed. The following screen will appear.

Employee No.	Name	Company	Department	Area (Location)	Floor	Access Door	Reader
004	Baker, Bernard	United Savannah		Warehouse	01F	Warehouse Time & Attendance	Finger00
005	Barnard, Troy	United Savannah		Warehouse	01F	Ofc/WHse Door	RFK101
006	Barnes, Donald Lee	United Savannah		Warehouse	01F	Ofc/WHse Door	RFK101
007	Bell, Clarence Alexander	United Savannah		Office	01F	Front	RFK101
008	Bernard, Rita A.	United Savannah		Office	01F	Front	RFK101
009	Black, Gary	United Savannah		Office	01F	Front	RFK101
010	Blase, John A	United Savannah		Warehouse	01F	Ofc/WHse Door	RFK101
011	Bowens, Terry J.	United Savannah		Office	01F	Front	RFK101
012	Bozeman, Eric W	United Savannah		Warehouse	01F	Ofc/WHse Door	RFK101
013	Bradshaw, Craig L	United Savannah		Office	01F	Front	RFK101

4) To obtain print out of this screen, select the Print button located in the top left hand side.

Chapter
6

STARWATCH DUAL PRO I

Time & Attendance

STARWATCH Program Time/Attendance

This chapter explains STARWATCH program Time/Attendance in details.

Time/Attendance

Time/Attendance contains basic data configuration to create each individual time and attendance information. You can make inquiries to retrieve the information.
You must configure this function to use Time/Attendance.

Work Time Definition

For Work Time Definition, work code is created to configure daily attendance, Saturday attendance, lunch hour, extension start hour, and next day standard hour.

■ Start

Select Time/Attendance->Work Time Definition or press shortcut key Shift + F2.

■ Find

Find is used to get relevant information pertaining to the inquiry when information is available. It is used to edit and delete the existing data.

Work Time Code	Work Time Name	Day Name	Holiday	Day In Time	Day Out Time
001	WorkTime	SUN	<input checked="" type="checkbox"/>	09:00:00	18:00:00
001	WorkTime	MON	<input type="checkbox"/>	09:00:00	18:00:00
001	WorkTime	TUE	<input type="checkbox"/>	09:00:00	18:00:00
001	WorkTime	WED	<input type="checkbox"/>	09:00:00	18:00:00
001	WorkTime	THU	<input type="checkbox"/>	09:00:00	18:00:00
001	WorkTime	FRI	<input type="checkbox"/>	09:00:00	18:00:00
001	WorkTime	SAT	<input checked="" type="checkbox"/>	09:00:00	18:00:00

- 1) Select the Work Time Code and input Work Time Name.
- 2) Select Find to make an inquiry. If inquired result is available, the following screen appears.

■ Add

Add is used to create new data. Select Add button to add work time through input screen.

- 1) The following screen appears after selecting Add.

Day	Day Work In Time	Day Work Out Time	Over Time	Next Day Time	Lunch Out Time	Lunch In Time
SUN	09:00:00	18:00:00	19:00:00	05:00:00	12:00:00	13:00:00
MON	09:00:00	18:00:00	19:00:00	05:00:00	12:00:00	13:00:00
TUE	09:00:00	18:00:00	19:00:00	05:00:00	12:00:00	13:00:00
WED	09:00:00	18:00:00	19:00:00	05:00:00	12:00:00	13:00:00
THU	09:00:00	18:00:00	19:00:00	05:00:00	12:00:00	13:00:00
FRI	09:00:00	18:00:00	19:00:00	05:00:00	12:00:00	13:00:00
SAT	09:00:00	18:00:00	19:00:00	05:00:00	12:00:00	13:00:00

- 2) Input Work Time Code (It must not be duplicated)
- 3) Input Work Time Name.
- 4) Configure each Time.

Overtime is described as work performed after end of work schedule.

- 5) Once input is completed, select Save button to save data.
- 6) Select Normal Break Time Definition button.

Break	Start Time	End Time	Next Day End Time	Use Break time
1st	3:00:00 PM	3:30:00 PM		<input checked="" type="checkbox"/>
2nd	4:00:00 PM	4:30:00 PM		<input checked="" type="checkbox"/>
3rd	1:00:00 AM	1:50:00 AM		<input type="checkbox"/>
4th	3:00:00 AM	3:50:00 AM		<input type="checkbox"/>
5th	5:00:00 AM	5:50:00 AM		<input type="checkbox"/>

- 7) The Work Time Code and Work Time Name cannot be changed. Configure each Time.

If you want to calculate a break time, check each break time use option.

- 8) Once input is completed, select Save button to save data. Select Close button.

■ Modify

Modify is used to change existing data. Find data to modify or to change registered work time category.

Selected data is displayed as below figure in highlighted bar.

Work Time Code	Work Time Name	Day Name	Holiday	Day In Time	Day Out Time
001	WorkTime	SUN	<input checked="" type="checkbox"/>	09:00:00	18:00:00
001	WorkTime	MON	<input type="checkbox"/>	09:00:00	18:00:00
001	WorkTime	TUE	<input type="checkbox"/>	09:00:00	18:00:00
001	WorkTime	WED	<input type="checkbox"/>	09:00:00	18:00:00
001	WorkTime	THU	<input type="checkbox"/>	09:00:00	18:00:00
001	WorkTime	FRI	<input type="checkbox"/>	09:00:00	18:00:00
001	WorkTime	SAT	<input checked="" type="checkbox"/>	09:00:00	18:00:00

- 1) Select Modify to see the above screen. The Work Time List contains the same data as the Add screen. Therefore, the Work Time Code cannot be changed.

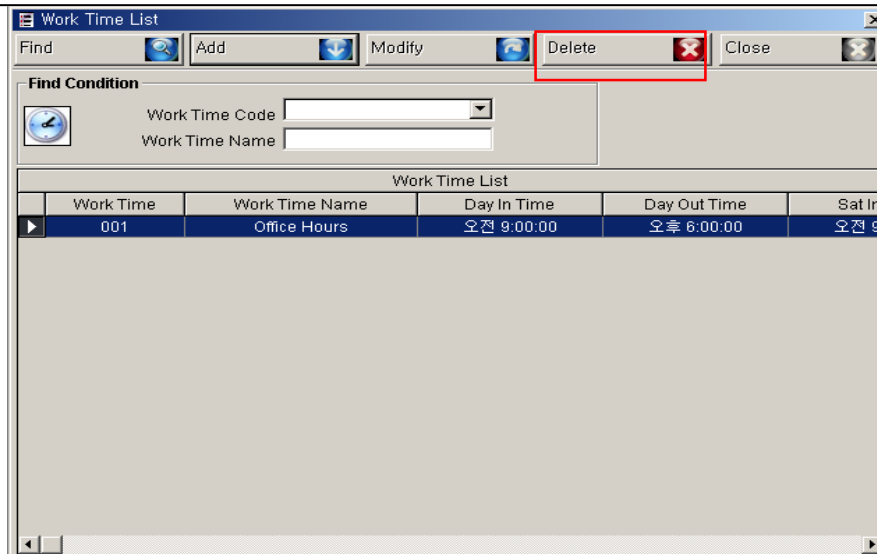
- 2) Modify the setting.

- 3) Select Save button to save the modified information. Select Close button to finish.

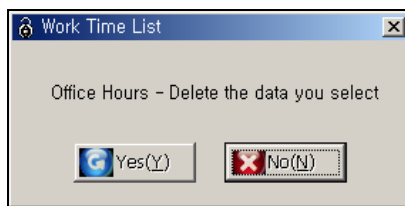
■ Delete

Delete is used to delete existing data.

Selected data is displayed as below figure in highlighted bar.



1) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



Work Holiday Definition

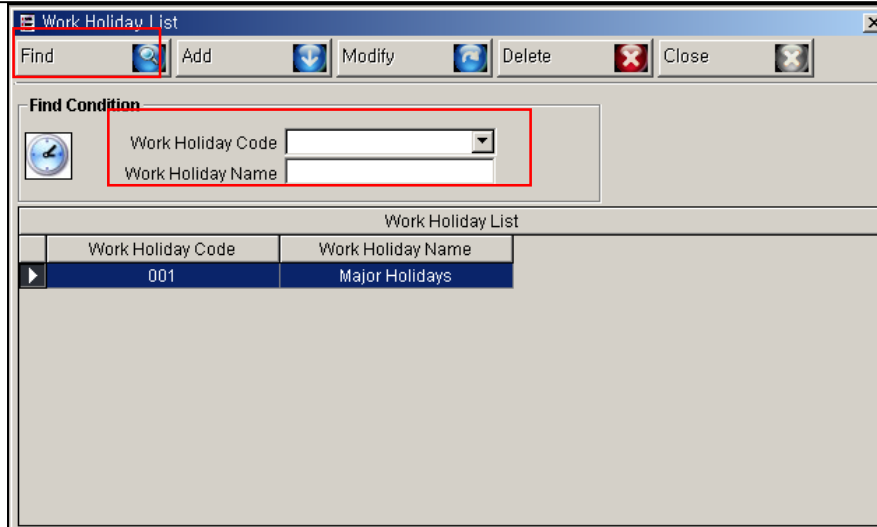
Work Holiday Definition function configures work holiday to exclude from total attendance calculation.

- Start

Select Time/Attendance->Work Holiday Definition or press shortcut key Shift+F3.

- Find

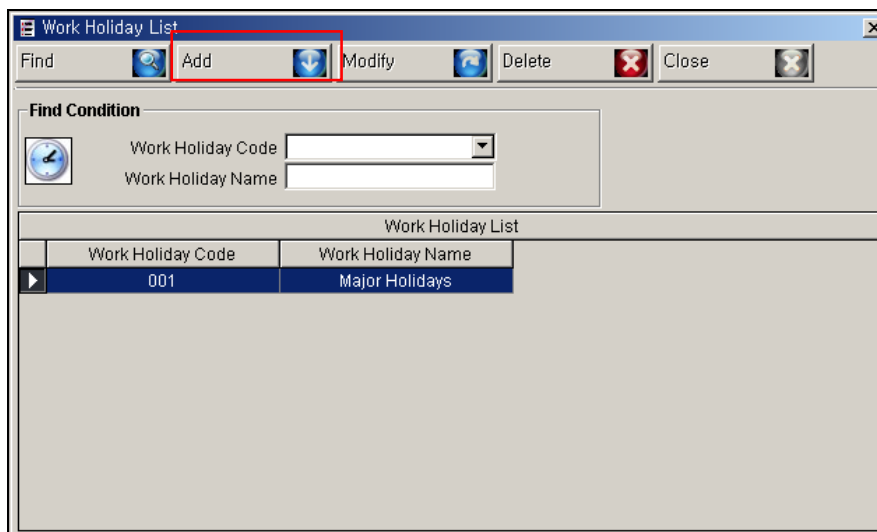
Find is used to get relevant information pertaining to the inquiry when information is available. It is used to modify and delete the existing data.



- 1) Select the appropriate Holiday Code and Holiday Name.
- 2) Select Find to make an inquiry. If inquired result is available, the following screen appears.

■ Add

Add is used to create new data. Select Add button to add work holiday through input screen.



- 1) The following screen appears after selecting Add.

Work Holiday Code

Work Holiday Name

Work Holiday Date Name

Select Work Holiday Date

November 2003

일	월	화	수	목	금	토
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6

Today: 2003-11-19

Selected Work Holiday Date

Work Holiday Date	Work Holiday Na...

- 2) Input Work Holiday Code. (It must not be duplicated)
- 3) Input Work Holiday Name.
- 4) Input Work Holiday Date Name.
- 5) Select the work holiday date twice or select the date then press >> button.

Work Holiday Code

Work Holiday Name

Work Holiday Date Name

Select Work Holiday Date

November 2003

일	월	화	수	목	금	토
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6

Today: 2003-11-19

Selected Work Holiday Date

Work Holiday Date	Work Holiday Na...
2003-11-01	11.1 Holiday
2003-11-08	11.2 Holiday
2003-11-15	11.3 Holiday
2003-11-22	11.4 Holiday
2003-11-29	11.5 Holiday

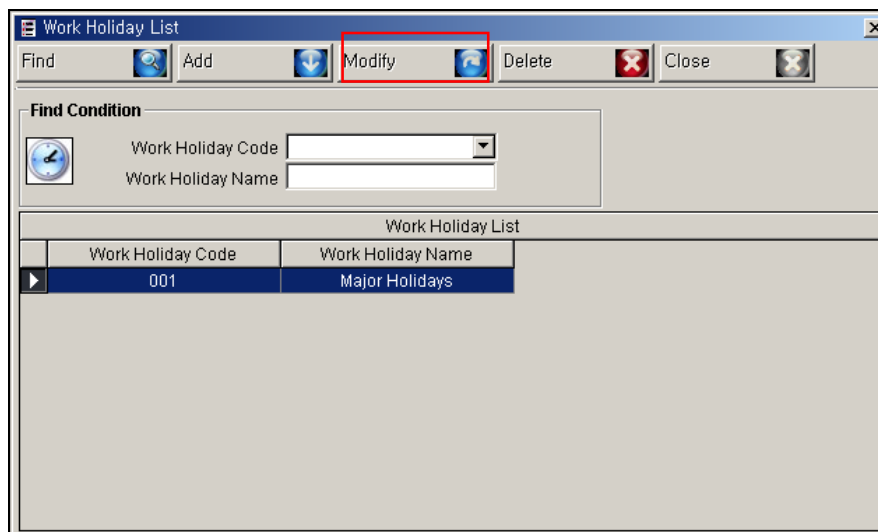
6) From the Selected Work Holiday Date list, delete the date by double clicking or selecting date and selecting << button.

7) Select Save button to save data, and select Close button to finish.

■ **Modify**

Modify is used to change existing data. Find data to modify or to change registered work holiday category.

Selected data is displayed as below figure in highlighted bar.



1) Select Modify button.

2) Select Modify to see the following screen. The Work Holiday screen contains the same data as the Add screen. Therefore, the Work Holiday Code cannot be changed, except the holiday date included in selected holiday code.

Work Holiday Code: 01

Work Holiday Name: 2003 Work holiday

Work Holiday Date Name:

Select Work Holiday Date:

November 2003

일	월	화	수	목	금	토
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6

Today: 2003-11-19

Selected Work Holiday Date:

Work Holiday Date	Work Holiday Na...
2003-11-01	11.1 Holiday
2003-11-08	11.2 Holiday
2003-11-15	11.3 Holiday
2003-11-22	11.4 Holiday
2003-11-29	11.5 Holiday

Modify the items to be changed.

- 3) Select Save button to save data, and select Close button to finish.

■ Delete

Delete is used to delete existing data. Find data to delete or to delete registered work holiday list data.

Selected data is displayed as below figure in highlighted bar.

Work Holiday List

Find: Add: Modify: Delete: Close:

Find Condition:

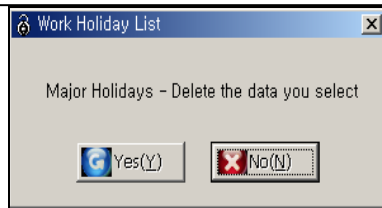
Work Holiday Code: [dropdown]

Work Holiday Name: [text box]

Work Holiday List:

Work Holiday Code	Work Holiday Name
001	Major Holidays

- 1) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



Work Type Definition

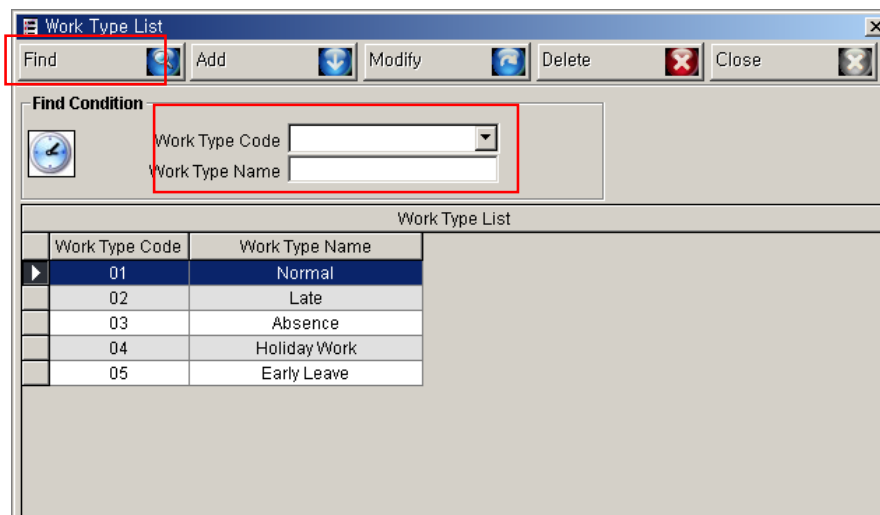
Work Type Definition configures late, leaving early, absence, business trip into work type code.

- Start

Select Time/Attendance->Work Type Definition or press shortcut key Shift+F4.

- Find

Find is used to get relevant information pertaining to the inquiry when information is available. It is used to modify and delete the existing data information.



- 1) Select the appropriate Work Type Code and Work Type Name.
- 2) Select Find to make an inquiry. If inquired result is available, the following screen appears.

If find has no specific parameters, it will display the entire information.

- Add

Add is used to create new data. Select Add button to add work type data through input screen.

Work Type Code	Work Type Name
01	Normal
02	Late
03	Absence
04	Holiday Work
05	Early Leave

- 1) Select Add button and the following screen appear.

- 2) Input Work Type Code.
- 3) Input Work Type Name.
- 4) Select Save button to save data.
- 5) Select Close button to finish.

■ **Modify**

Modify is used to change existing data. Find data to modify or to change registered work type list.

Selected data is displayed as below figure in highlighted bar.

Work Type Code	Work Type Name
01	Normal
02	Late
03	Absence
04	Holiday Work
05	Early Leave

- 1) Select Modify to see the following screen. The Work Type Definition screen contains the same data as the Add screen. Therefore, the Work Type Code cannot be changed.

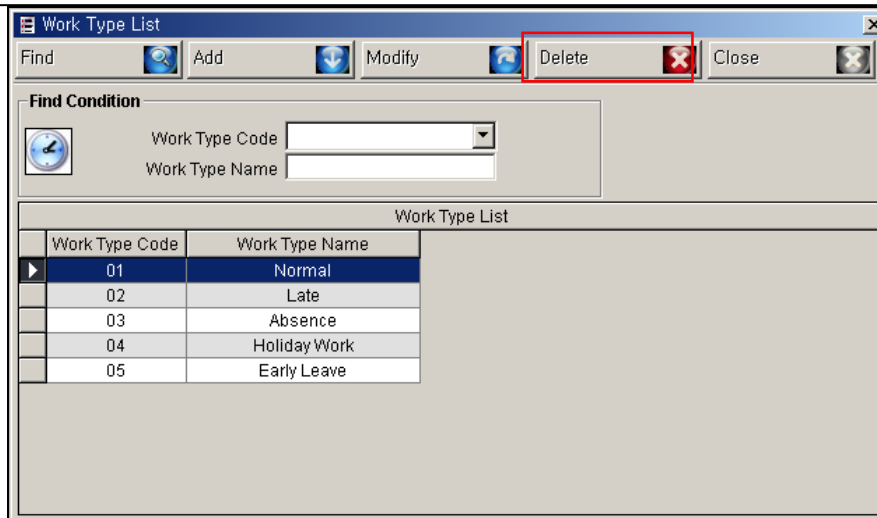
- 2) Modify Work Type Name.
- 3) Select Save button to save data.
- 4) Select Close button to finish.

Work Type Code 01, 02, 03, and 04 is configured as default value for Normal, Late, Absence, and Holiday work. This value cannot be modified or deleted.

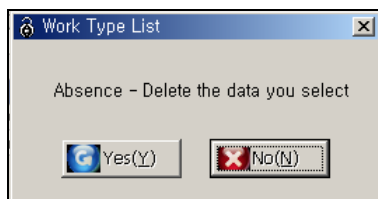
■ Delete

Delete is used to delete existing data. Find data to delete or to delete registered work holiday list data.

Selected data is displayed as below figure in highlighted bar.



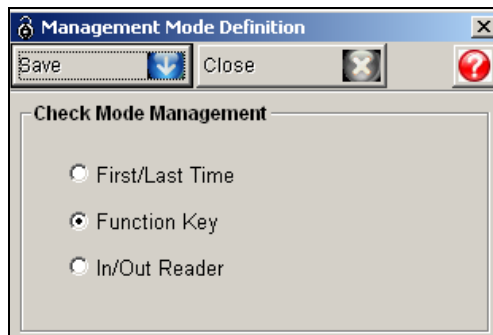
- 1) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



Time / Attendance Option Definition

To manage Time & Attendance, the Time & Attendance Definition must be registered.

- Management Mode Definition.



- 1) Select Check Mode Management to manage the Time & Attendance.

If you select the First/Last time, Time & Attendance is only calculated by first/last time. In other words, the first time is the work-in time based on Work time. At selecting the Function key, Time & Attendance is calculated by set value of function key. If F1 is set by Work-In, Work-In Time is the first time using F1 and if F2 is set by Work-Out, Work-Out Time is the last time using F2. If you select the In/Out Reader, Work-In time is the first time read IN reader. And Work-Out time is the last time read OUT reader.

In case of Break Time management function, in that case you have to use Function key mode. And also you need to define each function key using Function Key Definition windows. Normally F1 is Work In, F2 is Work out, F3 is Break Start and F4 is Break End.

■ Reader Option

Time & Attendance Group is managed by Work Team. So, calculate Time & Attendance using Event data through reading readers included Time & Attendance Group.

Time/Attendance Group List	
Group Code	Group Name
001	All Employee

◆ Find

Find is used to get relevant information pertaining to the inquiry when information is available. It is used to modify and delete the existing data.

Time & Attendance Right List

Find Add Modify Delete Close

Find Condition

Group Code
Group Name

Group Code	Group Name
001	All Employees

- 1) Input Group Code and Group Name as appropriate.
- 2) Select Find to make an inquiry. If inquired result is available, the following screen appears.

◆ Add

Add is used to create new data. Select Add button to add Time & Attendance Group through input screen.

Time & Attendance Group Definition

Save Add Close

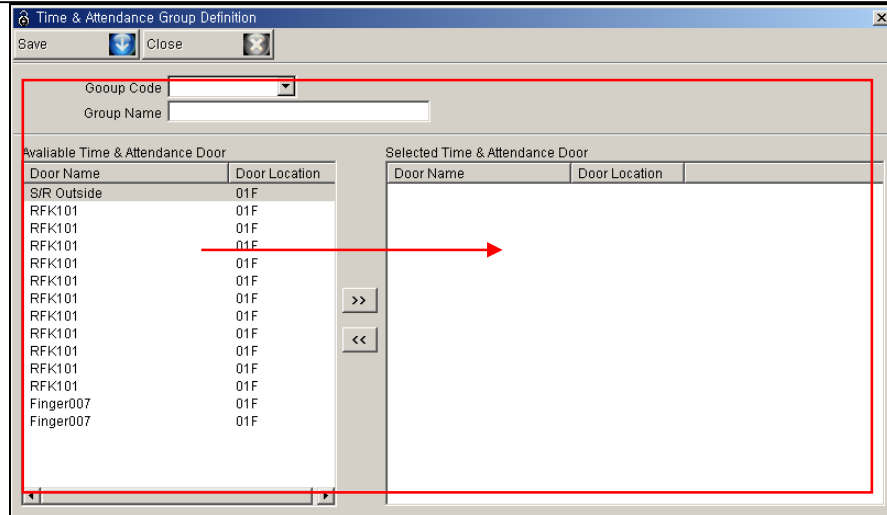
Group Code
Group Name

Available Time & Attendance Door	
Door Name	Door Location
S/R Outside	01F
RFK101	01F
RFK101	01F
RFK101	01F
RFK101	01F
RFK101	01F
RFK101	01F
RFK101	01F
RFK101	01F
RFK101	01F
RFK101	01F
RFK101	01F
Finger007	01F
Finger007	01F

Selected Time & Attendance Door	
Door Name	Door Location

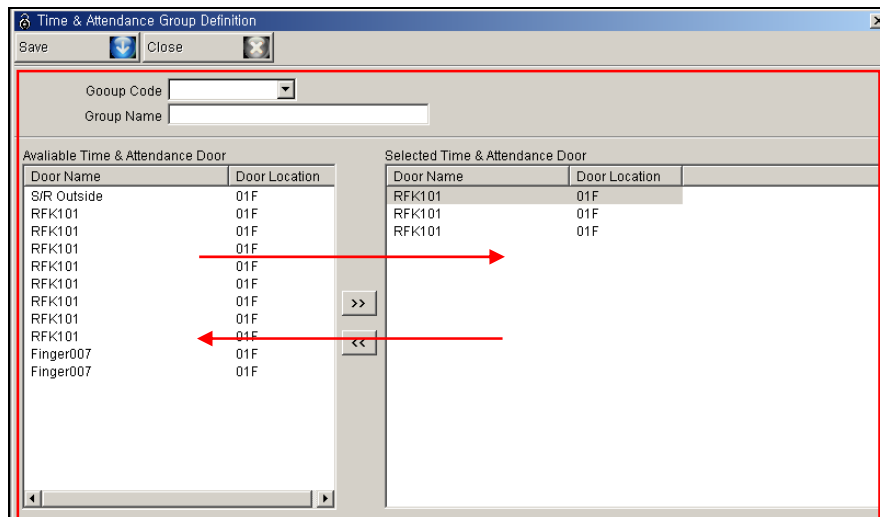
>> <<

- 1) The following screen appears after selecting Add.



- 2) Input Group Code. Do not overlap this code.
- 3) Input Group Name.
- 4) Double click the Time & Attendance Door from Available Time & Attendance Door List, or select >> button to register. Door
- 5) Repeat the above method to register additional Time & Attendance Group.

Cancel Time & Attendance Door by double clicking on selected door or select << button.

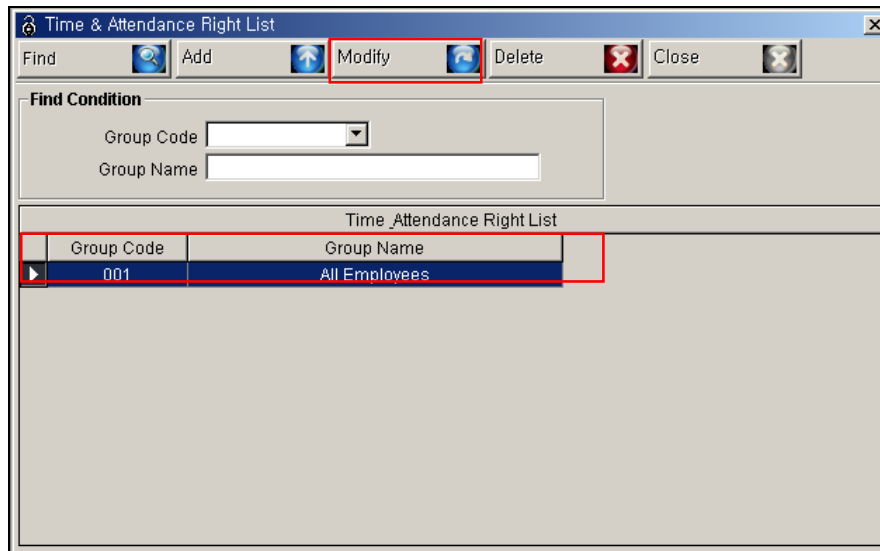


- 6) Select Save button to save data, and select Close button to finish.

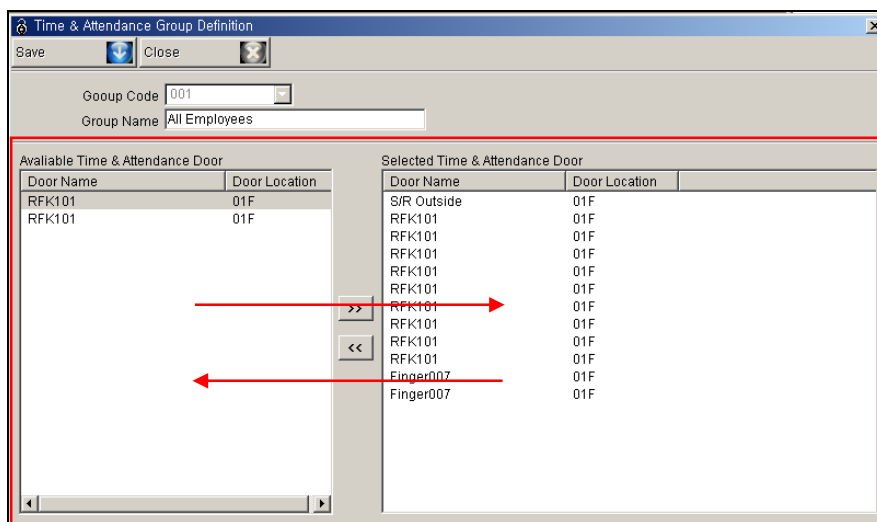
◆ Modify

Modify is used to change existing data. Find data to modify or to change registered group category.

Selected data is displayed as below figure in highlighted bar.



- 1) Select Modify to see the following screen. The Access Group is equal to registration screen. Therefore, the Access Group Code cannot be changed.

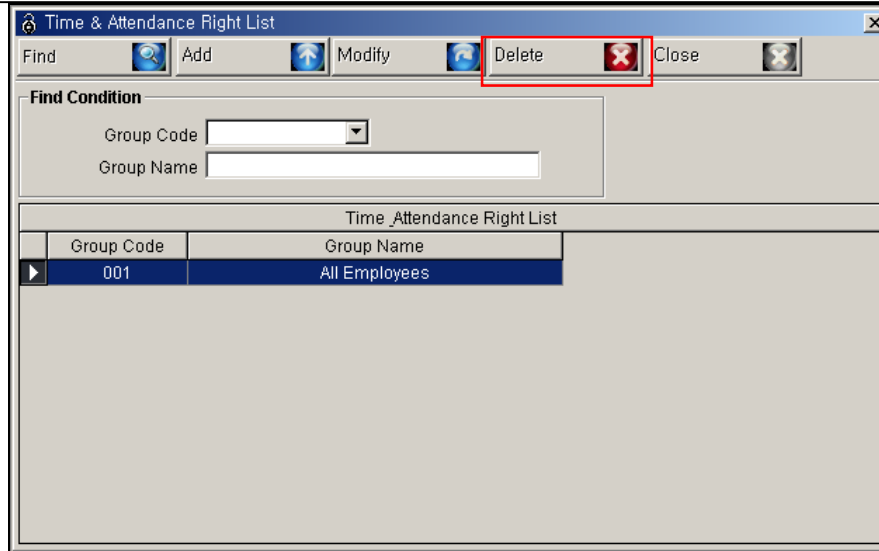


- 2) Modify the items that need changing.
- 3) Select Save button to save the modified information. Select Close button to finish.

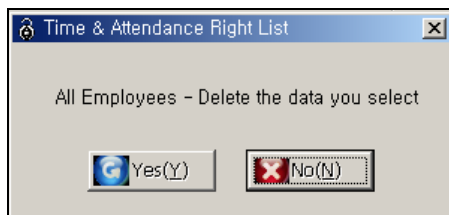
◆ Delete

Delete is used to delete existing data. Find data to delete or to delete registered content data.

Selected data is displayed as below figure in highlighted bar.

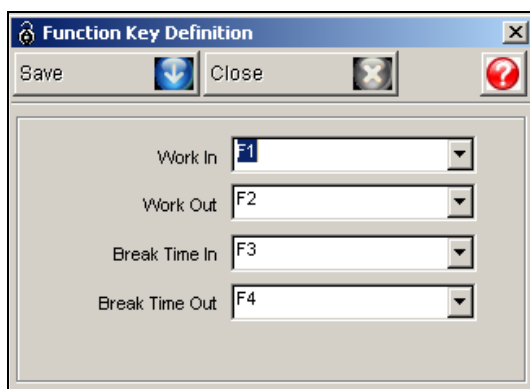


- 1) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



■ Function Key Definition

Define the value of Function Key.



This value is used when Time & Attendance is calculated by function key.

Daily Data Management

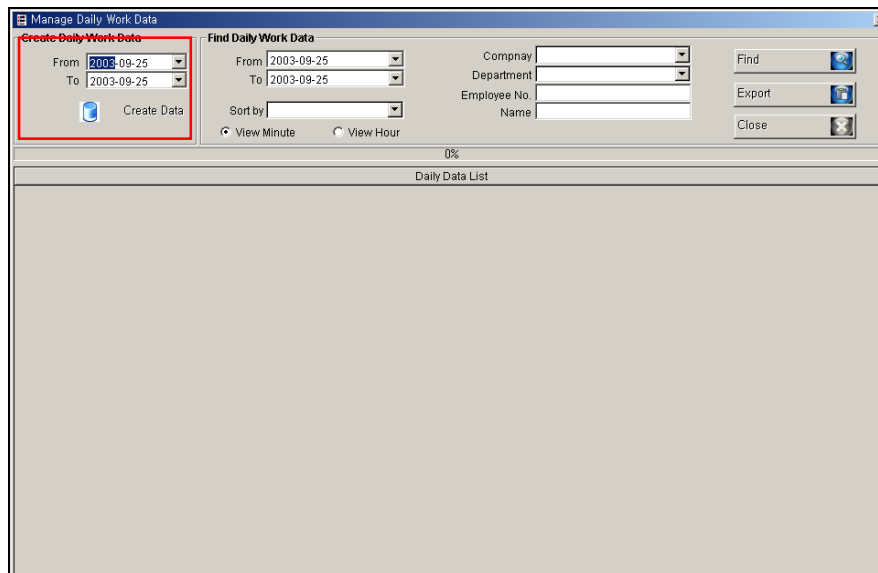
Daily Data Management creates data from individually configured work time and work holiday using present normal access event data. This is called daily end data.

- Start

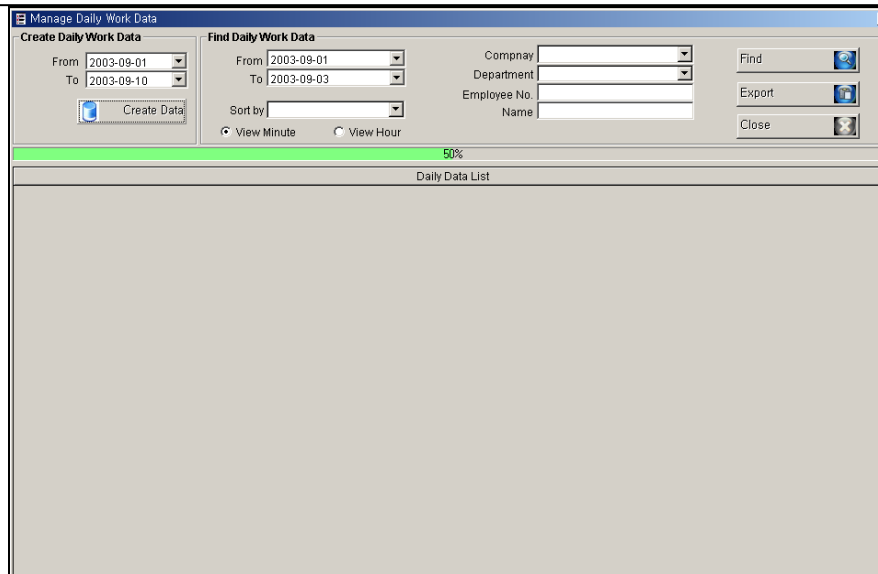
Select Time/Attendance->Daily Data Management or press shortcut key Shift+F5.

- Create Work Data

Create Work Data creates data from individually configured work time and work holiday using normal access event data. The created data is differentiated from normal access event, and saved as a separate data.



- 1) Select the From/To date for creating work data.



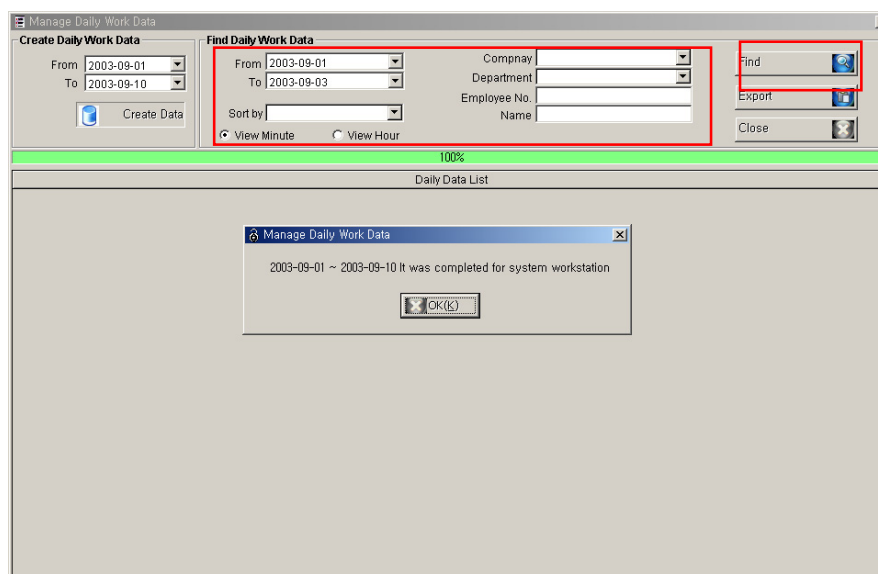
- 2) Select Create Data button to begin work data.

If there is no data, it will display a message as no data. If there is data, a progress bar is shown in relation to data creation progress.

- 3) Once completed, select OK button to finish data creation.

■ Find Daily Work Data

Find Daily Work Data is used to get relevant information pertaining to the inquiry when information is available. It is used to modify existing data information to send out, or when incorrect attendance data is found.



- 1) Select the From/To date for creating work data.

- 2) Sort by date, company, department, employee ID, name, and attendance type as appropriate.
- 3) Select view format.
- 4) Select as View Minute or View Hour to see late, absence, overtime, and special duty by attendance type.
- 5) Select Find to make inquiry. If result is found, the data is displayed.

Work Date	Employee No.	Name	Company	Department	Title	Card No.	Work Schedule	Holiday
2003-09-01	004	Baker, Bernard	United			00922103		Major Holiday
2003-09-01	005	Barnard, Troy	United			00922104		Major Holiday
2003-09-01	006	Barnes, Donald Lee	United			00922105		Major Holiday
2003-09-01	007	Bell, Clarence Alexander	United			00922106		Major Holiday
2003-09-01	008	Bernard, Rita A.	United			00922107		Major Holiday
2003-09-01	009	Black, Gary	United			00922108		Major Holiday
2003-09-01	010	Blase, John A.	United			00922109		Major Holiday
2003-09-01	011	Bowens, Terry J.	United			00922110		Major Holiday
2003-09-01	012	Bozeman, Eric W.	United			00922111		Major Holiday
2003-09-01	013	Bradshaw, Craig L.	United			00922112		Major Holiday
2003-09-02	004	Baker, Bernard	United			00922103		Major Holiday
2003-09-02	005	Barnard, Troy	United			00922104		Major Holiday
2003-09-02	006	Barnes, Donald Lee	United			00922105		Major Holiday
2003-09-02	007	Bell, Clarence Alexander	United			00922106		Major Holiday
2003-09-02	008	Bernard, Rita A.	United			00922107		Major Holiday
2003-09-02	009	Black, Gary	United			00922108		Major Holiday
2003-09-02	010	Blase, John A.	United			00922109		Major Holiday
2003-09-02	011	Bowens, Terry J.	United			00922110		Major Holiday
2003-09-02	012	Bozeman, Eric W.	United			00922111		Major Holiday
2003-09-02	013	Bradshaw, Craig L.	United			00922112		Major Holiday
2003-09-03	004	Baker, Bernard	United			00922103		Major Holiday
2003-09-03	005	Barnard, Troy	United			00922104		Major Holiday

■ Abnormal Attendance Data Modification

After performing work data, you can check the daily attendance result by inquiry. If modification is needed, double click the result to open the modification screen.

Work Date	Employee No.	Name	Company	Department	Title	Card No.	Work Schedule	Holiday
2003-09-01	004	Baker, Bernard	United			00922103		Major Holiday
2003-09-01	005	Barnard, Troy	United			00922104		Major Holiday
2003-09-01	006	Barnes, Donald Lee	United			00922105		Major Holiday
2003-09-01	007	Bell, Clarence Alexander	United			00922106		Major Holiday
2003-09-01	008	Bernard, Rita A.	United			00922107		Major Holiday
2003-09-01	009	Black, Gary	United			00922108		Major Holiday
2003-09-01	010	Blase, John A.	United			00922109		Major Holiday
2003-09-01	011	Bowens, Terry J.	United			00922110		Major Holiday
2003-09-01	012	Bozeman, Eric W.	United			00922111		Major Holiday
2003-09-01	013	Bradshaw, Craig L.	United			00922112		Major Holiday
2003-09-02	004	Baker, Bernard	United			00922103		Major Holiday
2003-09-02	005	Barnard, Troy	United			00922104		Major Holiday
2003-09-02	006	Barnes, Donald Lee	United			00922105		Major Holiday
2003-09-02	007	Bell, Clarence Alexander	United			00922106		Major Holiday
2003-09-02	008	Bernard, Rita A.	United			00922107		Major Holiday
2003-09-02	009	Black, Gary	United			00922108		Major Holiday
2003-09-02	010	Blase, John A.	United			00922109		Major Holiday
2003-09-02	011	Bowens, Terry J.	United			00922110		Major Holiday
2003-09-02	012	Bozeman, Eric W.	United			00922111		Major Holiday
2003-09-02	013	Bradshaw, Craig L.	United			00922112		Major Holiday
2003-09-03	004	Baker, Bernard	United			00922103		Major Holiday
2003-09-03	005	Barnard, Troy	United			00922104		Major Holiday

- 1) Select the data to be modified with 2 selects on a mouse. It will activate the screen below.

- 2) Entry Date, Employee ID, and Name cannot be modified. Work IN Date/Time, Work OUT Date/Time, Late, Early Leave, Overtime, Extra Time, and Work Type can be modified.
- 3) If No Update is selected, the work data performed once more will not update the modified data.
- 4) If modification is completed, select Save button to save data.
- 5) Select Close button to finish.

If the work-closing will be updated, event data is resorted by time & attendance setting value. But this will be available to update for event data when the modification date is the same of original entry date, otherwise it can not be update if the user check for invalid update when the all data closing.

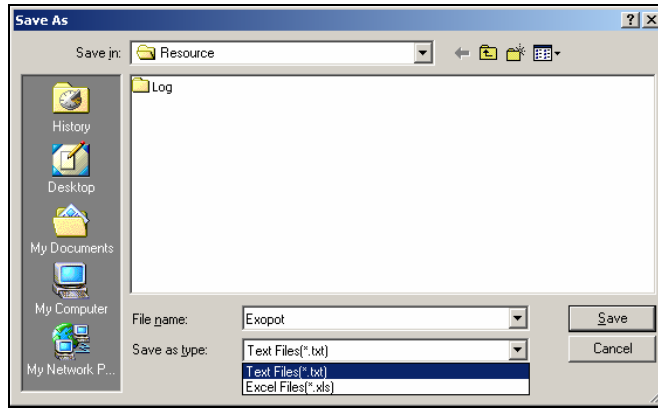
If modifying attendance data, you need to find the data results in minutes. Otherwise, the data results in hour cannot be modified. Find the data results in minutes to allow modification to the attendance data.

Monthly work data uses Daily work data as basis. If daily work data is modified, it will reflect to monthly work data.

■ Export

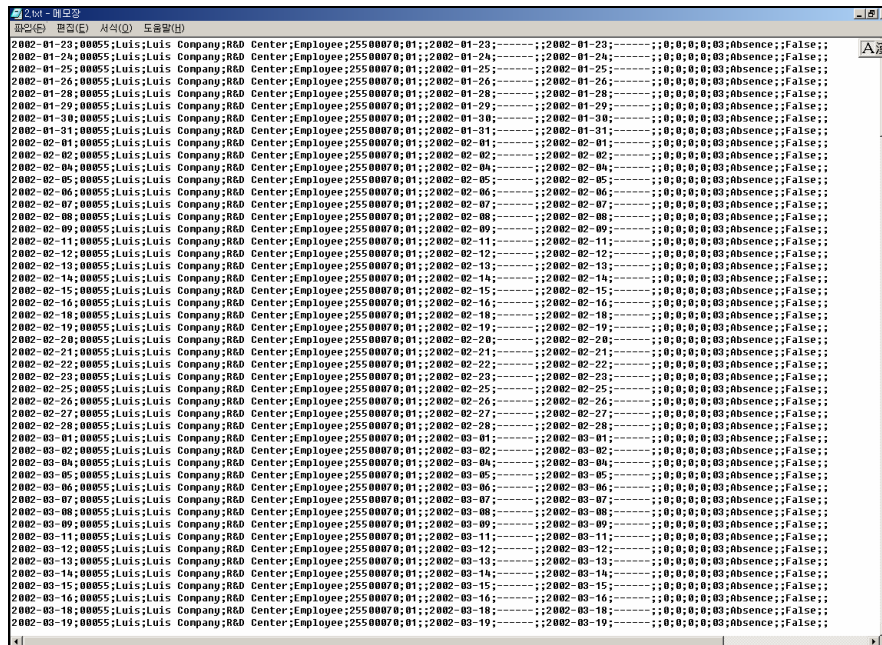
This function sends out work data as text file or Excel file format. The files exported can be used in other attendance and wage programs, or connected to an ERP system to be used efficiently.

- 1) Select Find button to make inquiry.
- 2) Select Export button and the following screen appear.



- 3) Designate folder to save into.
- 4) Input file format.
- 5) Select text file or Excel file for export format.
- 6) Select Save button to save file.

If text file is selected for export, the following screen appears.



Microsoft Excel - 2.xls

Monthly Data Management

Monthly Data Management uses work data as basis to get total of individual type monthly attendance data.

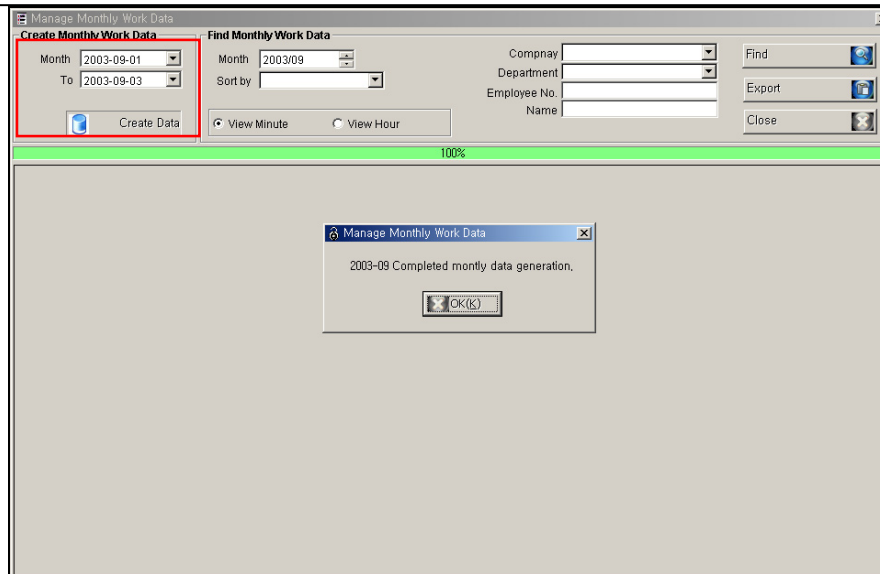
■ Start

Select Time/Attendance->Monthly Data Management or press shortcut key Shift+F6.

■ Create Data

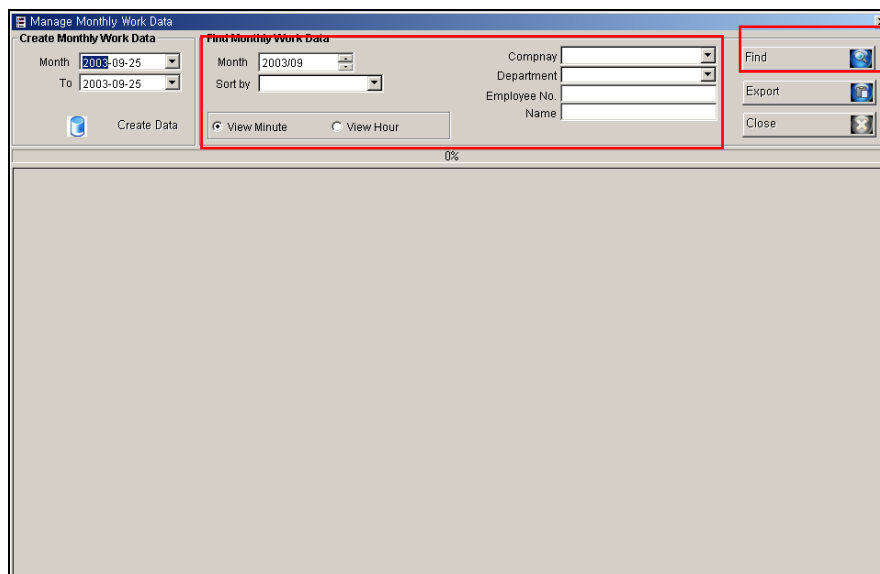
Work data is used as basis to create Monthly Work Data. Work data's monthly total data is created by individual type monthly total data.

- 1) Select Monthly Work Data. This data is calculated using time attendance option configuration as basis. If configuring date as 25th end date, it will calculate from last month 26th up to selected month of 25th as end date.
- 2) Select Create Data button begin data creation.



■ Find Monthly Work Data

This is used to find data created in Monthly Work Data.



- 1) Select Month, Company, Department, Employee ID, and Name as appropriate.
- 2) Select view option as View Minute or View Hour.
- 3) Select Find button to begin Monthly Work Data inquiry. If data is found, it will display in the screen.

Work Month	Employee No.	Name	Company	Department	Title	Card No	Work Schedule	Work Holiday
200309	004	Baker, Bernard	United			00922103	Office Hours	Major Holidays
200309	005	Barnard, Troy	United			00922104	Office Hours	Major Holidays
200309	006	Barnes, Donald Lee	United			00922105	Office Hours	Major Holidays
200309	007	Bell, Clarence Alexander	United			00922106	Office Hours	Major Holidays
200309	008	Bernard, Rita A.	United			00922107	Office Hours	Major Holidays
200309	009	Black, Gary	United			00922108	Office Hours	Major Holidays
200309	010	Blase, John A.	United			00922109	Office Hours	Major Holidays
200309	011	Bowens, Terry J.	United			00922110	Office Hours	Major Holidays
200309	012	Bozeman, Eric W.	United			00922111	Office Hours	Major Holidays
200309	013	Bradshaw, Craig L.	United			00922112	Office Hours	Major Holidays

- Exporting Monthly Work Data

Monthly Work Data can be exported in same manner as Work Data. It can be sent as text file or Excel file to be used in other programs.

Yearly Data Management

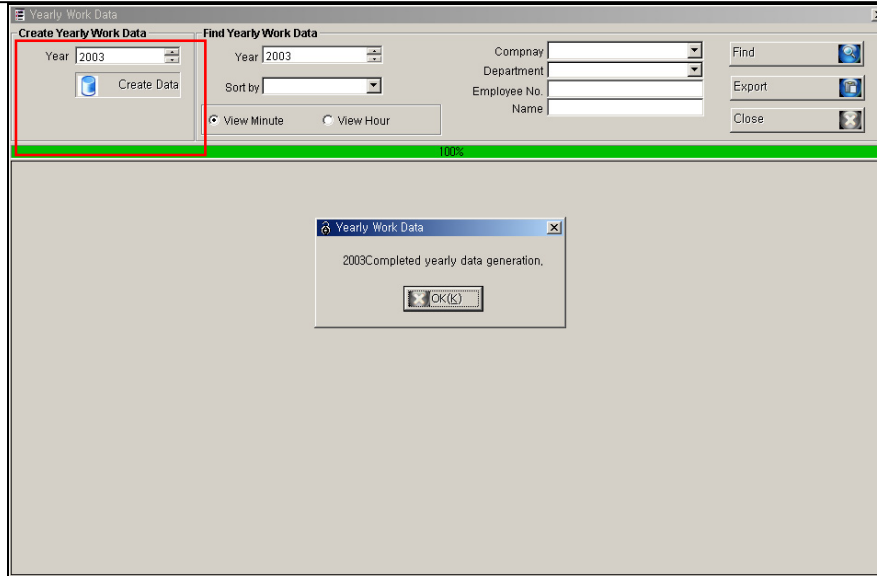
Yearly Data Management uses Monthly Data as basis to calculate total annual time attendance data for data creation. Data to be created is agreed with Monthly Data.

- Start

Select Time/Attendance->Yearly Work Data or press shortcut key Shift+F7.

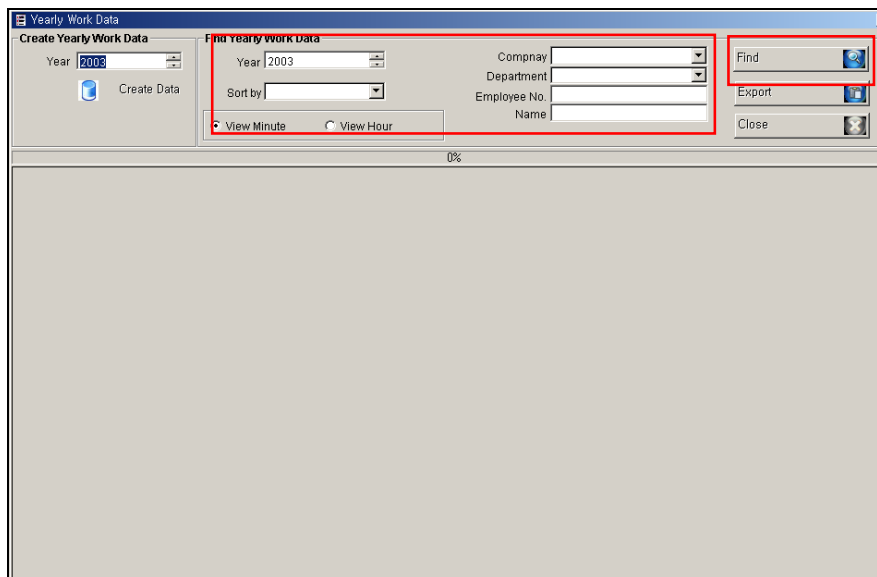
- Create Data

Monthly data is used as basis for selected year's monthly total data to create time attendance data.



- 1) Select Year for yearly data.
 - 2) Select Create Data button to begin yearly work data creation.
- Find Yearly Work Data

This finds the completed yearly work data through inquiry. It is used to check yearly work data or exporting the data.



- 1) Select Year, Company, Department, Employee ID, and Name as appropriate.
- 2) Select view option as View Minute or View Hour, then select Find button.

If data is found, it will display as following screen.

Work Year	Employee No.	Name	Company	Department	Title	Card No.	Work Schedule	Work Holiday
2003	004	Baker, Bernard	United			00922103		Major Holidays
2003	005	Barnard, Troy	United			00922104		Major Holidays
2003	006	Barnes, Donald Lee	United			00922105		Major Holidays
2003	007	Bell, Clarence Alexander	United			00922106		Major Holidays
2003	008	Bernard, Rita A.	United			00922107		Major Holidays
2003	009	Black, Gary	United			00922108		Major Holidays
2003	010	Blase, John A.	United			00922109		Major Holidays
2003	011	Bowens, Terry J.	United			00922110		Major Holidays
2003	012	Bozeman, Eric W.	United			00922111		Major Holidays
2003	013	Bradshaw, Craig L.	United			00922112		Major Holidays

- Exporting Yearly Work Data

Yearly Work Data can be exported in same manner as Work Data. It can be sent as text file or Excel file to be used in other programs.

Break Time Management

To use Break Time Management correctly should use Function key mode. Otherwise, the data may not correct data.

Break Time Management search data from individually configured work time and work holiday using daily end data.

- Start

Select Time/Attendance->Break Time Management or press shortcut key Shift+F8.

- Find Break Time Data

Find Break Time Data is used to get relevant information pertaining to the inquiry when information is available. It is used to modify existing data information to send out, or when incorrect break time data is found.

- 1) Select the From/To date for creating work data.
- 2) Sort by date, company, department, employee ID, name, and attendance type as appropriate.
- 3) Select view format.
- 4) Select as View Minute or View Hour
- 5) Select Find to make inquiry. If result is found, the data is displayed.

Work Date	Employee No.	Name	Company	Department	Title	Card No.	Work Schedule	1st Start Time
2003-09-01	006	Barnes, Donald Lee	United			00922105	001	10:45:97
2003-09-01	007	Bell, Clarence Alexander	United			00922106	001	10:45:97
2003-09-01	008	Bernard, Rita A.	United			00922107	001	10:45:97
2003-09-01	009	Black, Gary	United			00922108	001	10:45:97
2003-09-01	010	Blase, John A.	United			00922109	001	10:45:97
2003-09-01	011	Bowens, Terry J.	United			00922110	001	10:45:97
2003-09-01	012	Bozeman, Eric W.	United			00922111	001	10:45:97
2003-09-01	013	Bradshaw, Craig L.	United			00922112	001	10:45:97
2003-09-01	005	Barnard, Troy	United			00922104	001	10:45:97
2003-09-01	004	Baker, Bernard	United			00922103	001	10:45:97
2003-09-02	012	Bozeman, Eric W.	United			00922111	001	10:45:97
2003-09-02	013	Bradshaw, Craig L.	United			00922112	001	10:45:97
2003-09-02	011	Bowens, Terry J.	United			00922110	001	10:45:97
2003-09-02	010	Blase, John A.	United			00922109	001	10:45:97
2003-09-02	009	Black, Gary	United			00922108	001	10:45:97
2003-09-02	007	Bell, Clarence Alexander	United			00922106	001	10:45:97
2003-09-02	006	Barnes, Donald Lee	United			00922105	001	10:45:97
2003-09-02	004	Baker, Bernard	United			00922103	001	10:45:97
2003-09-02	005	Barnard, Troy	United			00922104	001	10:45:97
2003-09-02	008	Bernard, Rita A.	United			00922107	001	10:45:97
2003-09-03	010	Blase, John A.	United			00922109	001	10:45:97

■ Abnormal Break Time Data Modification

After performing work data, you can check the break time data result by inquiry. If modification is needed, double click the result to open the modification screen.

Break Time Management

Find Break Time Data

From: 2003-09-01 To: 2003-09-25 Company: Department: Employee No.: Name: Find Export Close

☐ View Minute ☐ View Hour

0% 0%

Work Date	Employee No.	Name	Company	Department	Title	Card No.	Work Schedule	1st Start Time
2003-09-01	006	Barnes, Donald Lee	United			00922105	001	10:45:97
2003-09-01	007	Bell, Clarence Alexander	United			00922106	001	10:45:97
2003-09-01	008	Bernard, Rita A.	United			00922107	001	10:45:97
2003-09-01	009	Black, Gary	United			00922108	001	10:45:97
2003-09-01	010	Blase, John A.	United			00922109	001	10:45:97
2003-09-01	011	Bowens, Terry J.	United			00922110	001	10:45:97
2003-09-01	012	Bozeman, Eric W.	United			00922111	001	10:45:97
2003-09-01	013	Bradshaw, Craig L.	United			00922112	001	10:45:97
2003-09-01	005	Barnard, Troy	United			00922104	001	10:45:97
2003-09-01	004	Baker, Bernard	United			00922103	001	10:45:97
2003-09-02	012	Bozeman, Eric W.	United			00922111	001	10:45:97
2003-09-02	013	Bradshaw, Craig L.	United			00922112	001	10:45:97
2003-09-02	011	Bowens, Terry J.	United			00922110	001	10:45:97
2003-09-02	010	Blase, John A.	United			00922109	001	10:45:97
2003-09-02	009	Black, Gary	United			00922108	001	10:45:97
2003-09-02	007	Bell, Clarence Alexander	United			00922106	001	10:45:97
2003-09-02	006	Barnes, Donald Lee	United			00922105	001	10:45:97
2003-09-02	004	Baker, Bernard	United			00922103	001	10:45:97
2003-09-02	005	Barnard, Troy	United			00922104	001	10:45:97
2003-09-02	008	Bernard, Rita A.	United			00922107	001	10:45:97
2003-09-03	010	Blase, John A.	United			00922109	001	10:45:97

- 1) Select the data to be modified with 2 selects on a mouse. It will activate the screen below.

Modify Break Time

Save Close

Entry Date: 2003-11-05 Employee No.: 0001 Name: Kim Sung Soo

1st Break Start Time	AM 09:49:58	1st Exception Time	251
1st Break End Time	PM 03:12:29	2nd Exception Time	180
2nd Break Start Time	PM 03:12:29	3rd Exception Time	0
2nd Break End Time	PM 03:12:29	4th Exception Time	0
3rd Break Start Time	PM 03:12:29	5th Exception Time	0
3rd Break End Time	PM 03:12:29		
4th Break Start Time	PM 03:12:29		
4th Break End Time	PM 03:12:29		
5th Break Start Time	PM 03:12:29		
5th Break End Time	PM 03:12:29		

- 2) 1st Break Start Time, 1st Break End Time, 1st Exception Time, 2nd Break Start Time, 2nd Break End Time, 2nd Exception Time, 3rd Break Start Time, 3rd Break End Time, 3rd Exception Time, 4th Break Start Time, 4th Break End Time, 5th Break Start Time, 5th Break End Time, 5th Exception Time can be modified.
- 3) If modification is completed, select Save button to save data.
- 4) Select Close button to finish.

- Export

This function sends out work data as text file or Excel file format. The files exported can be used in other attendance and wage programs, or connected to an ERP system to be used efficiently.

Break Time Management

Find Break Time Data

From: 2003-09-01 To: 2003-09-25

Company: Department: Employee No: Name:

Find Export Close

View Minute View Hour

0% 0%

Break Time Data List

Work Date	Employee No.	Name	Company	Department	Title	Card No.	Work Schedule	1st Start Time
2003-09-01	006	Barnes, Donald Lee	United			00922105	001	10:45:97
2003-09-01	007	Bell, Clarence Alexander	United			00922106	001	10:45:97
2003-09-01	008	Bernard, Rita A.	United			00922107	001	10:45:97
2003-09-01	009	Black, Gary	United			00922108	001	10:45:97
2003-09-01	010	Blase, John A.	United			00922109	001	10:45:97
2003-09-01	011	Bowens, Terry J.	United			00922110	001	10:45:97
2003-09-01	012	Bozeman, Eric W.	United			00922111	001	10:45:97
2003-09-01	013	Bradshaw, Craig L.	United			00922112	001	10:45:97
2003-09-01	005	Barnard, Troy	United			00922104	001	10:45:97
2003-09-01	004	Baker, Bernard	United			00922103	001	10:45:97
2003-09-02	012	Bozeman, Eric W.	United			00922111	001	10:45:97
2003-09-02	013	Bradshaw, Craig L.	United			00922112	001	10:45:97
2003-09-02	011	Bowens, Terry J.	United			00922110	001	10:45:97
2003-09-02	010	Blase, John A.	United			00922109	001	10:45:97
2003-09-02	009	Black, Gary	United			00922108	001	10:45:97
2003-09-02	007	Bell, Clarence Alexander	United			00922106	001	10:45:97
2003-09-02	006	Barnes, Donald Lee	United			00922105	001	10:45:97
2003-09-02	004	Baker, Bernard	United			00922103	001	10:45:97
2003-09-02	005	Barnard, Troy	United			00922104	001	10:45:97
2003-09-02	008	Bernard, Rita A.	United			00922107	001	10:45:97
2003-09-03	010	Blase, John A.	United			00922109	001	10:45:97

- 1) Select Find button to make inquiry.
- 2) Select Export button and the following screen appear.

Save As

Save in: Resource

Log

File name: Exopot

Save as type: Text Files (*.txt)

Save Cancel

- 3) Designate folder to save into.
- 4) Input file format.
- 5) Select text file or Excel file for export format.
- 6) Select Save button to save file.

If text file is selected for export, the following screen appears.

2시4 - 이도형

필수(必) | 편집(修) | 서식(式) | 도움말(助)

2002-01-23;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-01-23;-----;2002-01-23;-----;0;0;0;0;03;Absence;False;;
2002-01-24;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-01-24;-----;2002-01-24;-----;0;0;0;0;03;Absence;False;;
2002-01-25;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-01-25;-----;2002-01-25;-----;0;0;0;0;03;Absence;False;;
2002-01-26;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-01-26;-----;2002-01-26;-----;0;0;0;0;03;Absence;False;;
2002-01-28;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-01-28;-----;2002-01-28;-----;0;0;0;0;03;Absence;False;;
2002-01-29;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-01-29;-----;2002-01-29;-----;0;0;0;0;03;Absence;False;;
2002-01-30;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-01-30;-----;2002-01-30;-----;0;0;0;0;03;Absence;False;;
2002-01-31;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-01-31;-----;2002-01-31;-----;0;0;0;0;03;Absence;False;;
2002-02-01;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-01;-----;2002-02-01;-----;0;0;0;0;03;Absence;False;;
2002-02-02;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-02;-----;2002-02-02;-----;0;0;0;0;03;Absence;False;;
2002-02-04;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-04;-----;2002-02-04;-----;0;0;0;0;03;Absence;False;;
2002-02-05;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-05;-----;2002-02-05;-----;0;0;0;0;03;Absence;False;;
2002-02-06;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-06;-----;2002-02-06;-----;0;0;0;0;03;Absence;False;;
2002-02-07;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-07;-----;2002-02-07;-----;0;0;0;0;03;Absence;False;;
2002-02-08;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-08;-----;2002-02-08;-----;0;0;0;0;03;Absence;False;;
2002-02-09;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-09;-----;2002-02-09;-----;0;0;0;0;03;Absence;False;;
2002-02-11;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-11;-----;2002-02-11;-----;0;0;0;0;03;Absence;False;;
2002-02-12;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-12;-----;2002-02-12;-----;0;0;0;0;03;Absence;False;;
2002-02-13;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-13;-----;2002-02-13;-----;0;0;0;0;03;Absence;False;;
2002-02-14;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-14;-----;2002-02-14;-----;0;0;0;0;03;Absence;False;;
2002-02-15;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-15;-----;2002-02-15;-----;0;0;0;0;03;Absence;False;;
2002-02-16;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-16;-----;2002-02-16;-----;0;0;0;0;03;Absence;False;;
2002-02-18;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-18;-----;2002-02-18;-----;0;0;0;0;03;Absence;False;;
2002-02-19;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-19;-----;2002-02-19;-----;0;0;0;0;03;Absence;False;;
2002-02-20;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-20;-----;2002-02-20;-----;0;0;0;0;03;Absence;False;;
2002-02-21;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-21;-----;2002-02-21;-----;0;0;0;0;03;Absence;False;;
2002-02-22;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-22;-----;2002-02-22;-----;0;0;0;0;03;Absence;False;;
2002-02-23;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-23;-----;2002-02-23;-----;0;0;0;0;03;Absence;False;;
2002-02-25;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-25;-----;2002-02-25;-----;0;0;0;0;03;Absence;False;;
2002-02-26;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-26;-----;2002-02-26;-----;0;0;0;0;03;Absence;False;;
2002-02-27;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-27;-----;2002-02-27;-----;0;0;0;0;03;Absence;False;;
2002-02-28;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-02-28;-----;2002-02-28;-----;0;0;0;0;03;Absence;False;;
2002-03-01;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-03-01;-----;2002-03-01;-----;0;0;0;0;03;Absence;False;;
2002-03-02;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-03-02;-----;2002-03-02;-----;0;0;0;0;03;Absence;False;;
2002-03-04;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-03-04;-----;2002-03-04;-----;0;0;0;0;03;Absence;False;;
2002-03-05;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-03-05;-----;2002-03-05;-----;0;0;0;0;03;Absence;False;;
2002-03-06;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-03-06;-----;2002-03-06;-----;0;0;0;0;03;Absence;False;;
2002-03-07;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-03-07;-----;2002-03-07;-----;0;0;0;0;03;Absence;False;;
2002-03-08;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-03-08;-----;2002-03-08;-----;0;0;0;0;03;Absence;False;;
2002-03-09;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-03-09;-----;2002-03-09;-----;0;0;0;0;03;Absence;False;;
2002-03-11;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-03-11;-----;2002-03-11;-----;0;0;0;0;03;Absence;False;;
2002-03-12;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-03-12;-----;2002-03-12;-----;0;0;0;0;03;Absence;False;;
2002-03-13;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-03-13;-----;2002-03-13;-----;0;0;0;0;03;Absence;False;;
2002-03-14;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-03-14;-----;2002-03-14;-----;0;0;0;0;03;Absence;False;;
2002-03-15;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-03-15;-----;2002-03-15;-----;0;0;0;0;03;Absence;False;;
2002-03-16;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-03-16;-----;2002-03-16;-----;0;0;0;0;03;Absence;False;;
2002-03-18;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-03-18;-----;2002-03-18;-----;0;0;0;0;03;Absence;False;;
2002-03-19;00055;Luis;Luis	Company;R&D	Center;Employee;25500070;01;2002-03-19;-----;2002-03-19;-----;0;0;0;0;03;Absence;False;;

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필수(必) 편집(修) 보강(補) 서식(式) 도구(具) 데이터(據) 범위(域) 도움말(助)														
A1		WORK_DATE.1												
1	WORK_DATE	B	C	D	E	F	G	H	I	J	K	L	M	
2	2002-01-23	PERSONID	NAME	COMPANY	DEPT	TITLE	NAME	CARDNO	TANAME	HOLIDAY	IN_DATE_1	IN_TIME_1	IN_LOCATION_1	OUT_DATE_1
3	2002-01-24	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-01-23	-----	-----	-----	2002-01-23
4	2002-01-24	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-01-24	-----	-----	-----	2002-01-24
5	2002-01-25	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-01-25	-----	-----	-----	2002-01-25
6	2002-01-26	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-01-26	-----	-----	-----	2002-01-26
7	2002-01-28	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-01-28	-----	-----	-----	2002-01-28
8	2002-01-29	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-01-29	-----	-----	-----	2002-01-29
9	2002-01-30	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-01-30	-----	-----	-----	2002-01-30
10	2002-01-31	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-01-31	-----	-----	-----	2002-01-31
11	2002-02-01	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-01	-----	-----	-----	2002-02-01
12	2002-02-02	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-02	-----	-----	-----	2002-02-02
13	2002-02-04	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-04	-----	-----	-----	2002-02-04
14	2002-02-05	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-05	-----	-----	-----	2002-02-05
15	2002-02-06	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-06	-----	-----	-----	2002-02-06
16	2002-02-07	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-07	-----	-----	-----	2002-02-07
17	2002-02-08	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-08	-----	-----	-----	2002-02-08
18	2002-02-09	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-09	-----	-----	-----	2002-02-09
19	2002-02-11	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-11	-----	-----	-----	2002-02-11
20	2002-02-12	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-12	-----	-----	-----	2002-02-12
21	2002-02-13	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-13	-----	-----	-----	2002-02-13
22	2002-02-14	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-14	-----	-----	-----	2002-02-14
23	2002-02-15	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-15	-----	-----	-----	2002-02-15
24	2002-02-16	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-16	-----	-----	-----	2002-02-16
25	2002-02-18	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-18	-----	-----	-----	2002-02-18
26	2002-02-19	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-19	-----	-----	-----	2002-02-19
27	2002-02-20	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-20	-----	-----	-----	2002-02-20
28	2002-02-21	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-21	-----	-----	-----	2002-02-21
29	2002-02-22	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-22	-----	-----	-----	2002-02-22
30	2002-02-23	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-23	-----	-----	-----	2002-02-23
31	2002-02-25	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-25	-----	-----	-----	2002-02-25
32	2002-02-26	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-26	-----	-----	-----	2002-02-26
33	2002-02-27	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-27	-----	-----	-----	2002-02-27
34	2002-02-28	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-02-28	-----	-----	-----	2002-02-28
35	2002-03-01	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-03-01	-----	-----	-----	2002-03-01
36	2002-03-02	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-03-02	-----	-----	-----	2002-03-02
37	2002-03-04	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-03-04	-----	-----	-----	2002-03-04
38	2002-03-05	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-03-05	-----	-----	-----	2002-03-05
39	2002-03-06	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-03-06	-----	-----	-----	2002-03-06
40	2002-03-07	55	Luis	Luis	Comp	R&D	Center Employee	25500070	1	2002-03-07	-----	-----	-----	2002-03-07

Attendance Report (Individual/Daily)

Individual/Daily Report is outputted using work attendance data as basis. This report displays Start work, Finish work, Late, Leave, Absence, and abnormal attendance modified data.

■ Start

Select Time/Attendance->Individual/Daily Report or press Shift + F9 on keyboard.

■ Find and Print

Input Find Condition to print appropriate data. Input the conditions in the top part of screen, and how the report will be printed can be seen at the bottom part of screen.

- 1) Select type of Attendance Report.

Individual Attendance Report find is From/To date of individual type data. Daily Attendance Report find is From/To date of daily type data.

- 2) Input Find Condition.
- 3) Select Print button. If data is found, it will display how it will look when printed. The following screen will appear.

Date	Work In	Work Out	Late Time	Early Leave	Over Time Extra Time	Work Type
Entry Date: 2003-09-01 - 2003-09-25						
Employee No.: 004			Company: United Savannah		Work Schedule: Major Holid	
Name: Baker, Bernard			Department: Title			
2003-09-01 (Mon)	2003-09-01	2003-09-01	0	0	0	Absence
2003-09-02 (Tue)	2003-09-02	2003-09-02	0	0	0	Absence
2003-09-03 (Wed)	2003-09-03	2003-09-03	0	0	0	Absence
2003-09-04 (Thu)	2003-09-04	2003-09-04	0	0	0	Absence
2003-09-05 (Fri)	2003-09-05	2003-09-05	0	0	0	Absence
2003-09-06 (Sat)	2003-09-06	2003-09-06	0	0	0	Absence
2003-09-07 (Sun)	--	--	0	0	0	HolidayWork
2003-09-08 (Mon)	2003-09-08 11:20:45	2003-09-08 18:12:56	140	0	0	Late
2003-09-09 (Tue)	2003-09-09 08:43:50	2003-09-09 18:13:25	0	0	0	Normal
2003-09-10 (Wed)	2003-09-10	2003-09-10	0	0	0	Absence
			140	0	0	

Attendance Individual Report

Date	Work In	Work Out	Late Time	Early Leave	Over Time	Extra Time	Work Type
Entry Date 2003-09-01 - 2003-09-25							
Employee No. 004							
Name Baker, Bernard							
2003-09-01 (Mon)	2003-09-01	2003-09-01	0	0	0	0	Absence
2003-09-02 (Tue)	2003-09-02	2003-09-02	0	0	0	0	Absence
2003-09-03 (Wed)	2003-09-03	2003-09-03	0	0	0	0	Absence
2003-09-04 (Thu)	2003-09-04	2003-09-04	0	0	0	0	Absence
2003-09-05 (Fri)	2003-09-05	2003-09-05	0	0	0	0	Absence
2003-09-06 (Sat)	2003-09-06	2003-09-06	0	0	0	0	Absence
2003-09-07 (Sun)	--	--	0	0	0	0	Holiday/Work
2003-09-08 (Mon)	2003-09-08 11:20:45	2003-09-08 18:12:56	140	0	0	0	Late
2003-09-09 (Tue)	2003-09-09 08:43:50	2003-09-09 18:13:25	0	0	0	0	Normal
2003-09-10 (Wed)	2003-09-10	2003-09-10	0	0	0	0	Absence
			140	0	0	0	

- 4) To obtain print out of this screen, select the Print button located in the top left hand side.

You can operate the buttons next to the Print to zoom, compress, view multiple pages, and other options through these icons.

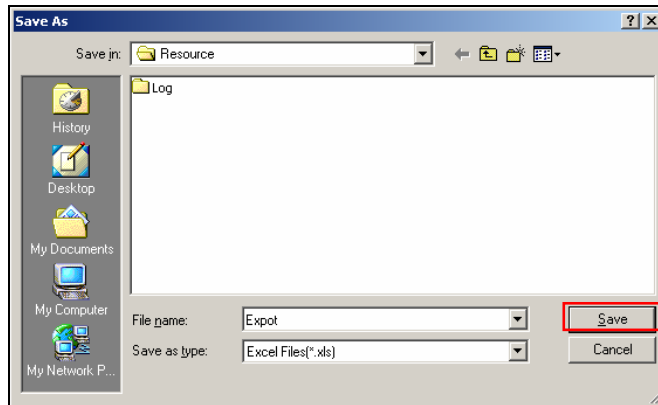
■ File Conversion (Export)

All reports can be converted to variety of files. It can be converted to PDF, HTML, and Excel file. These converted files can be sent out via Internet and email to another person.

- ✓ Export To Excel: Excel report file is created as appearing in print image.
- ✓ Export To HTML: HTML report file is created as appearing in print image.

- ✓ Export To PDF: PDF report file is created as appearing in print image. You will need Adobe Acrobat Reader to view the PDF file.

- 1) Select the button for the type of file conversion.
- 2) The following screen will appear. Input the file name and designate a folder location.



- 3) Select Save button. Depending on file conversion type, it may take some time to complete.

There are instances where it may take some time for the procedure to complete, depending on conversion file type and number of pages.

PDF and Excel file conversion takes some time. You will need to wait until the mouse's cursor hourglass display is finished.

- 4) Once conversion is completed, you can open the converted file to check file image.

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Attendance Individual Report

Opened converted to Excel file

Date	Work In	Work Out	Late Time	Early Leave	Over Time	Extra Time	Work Holiday
Entry Date	2002-01-23 - 2003-01-23		Company	Luis Company		Work Schedule	01
Employee ID	00055		Department	R&D Center		Work Holiday	
Name	Luis		Title	Employee			
2002-01-23 (Wed)	2002-01-23	2002-01-23	0	0	0	0	Absence
2002-01-24 (Thu)	2002-01-24	2002-01-24	0	0	0	0	Absence
2002-01-25 (Fri)	2002-01-25	2002-01-25	0	0	0	0	Absence
2002-01-26 (Sat)	2002-01-26	2002-01-26	0	0	0	0	Absence
2002-01-28 (Mon)	2002-01-28	2002-01-28	0	0	0	0	Absence
2002-01-29 (Tue)	2002-01-29	2002-01-29	0	0	0	0	Absence
2002-01-30 (Wed)	2002-01-30	2002-01-30	0	0	0	0	Absence
2002-01-31 (Thu)	2002-01-31	2002-01-31	0	0	0	0	Absence
2002-02-01 (Fri)	2002-02-01	2002-02-01	0	0	0	0	Absence
2002-02-02 (Sat)	2002-02-02	2002-02-02	0	0	0	0	Absence
2002-02-04 (Mon)	2002-02-04	2002-02-04	0	0	0	0	Absence
2002-02-05 (Tue)	2002-02-05	2002-02-05	0	0	0	0	Absence
2002-02-06 (Wed)	2002-02-06	2002-02-06	0	0	0	0	Absence
2002-02-07 (Thu)	2002-02-07	2002-02-07	0	0	0	0	Absence
2002-02-08 (Fri)	2002-02-08	2002-02-08	0	0	0	0	Absence

3 - Microsoft Internet Explorer

Attendance Individual Report

Opened converted to HTML file

Date	Work In	Work Out	Late Time	Early Leave	Over Time	Extra Time	Work Holiday
Entry Date	2002-01-23 - 2003-01-23		Company	Luis Company		Work Schedule	01
Employee ID	00055		Department	R&D Center		Work Holiday	
Name	Luis		Title	Employee			
2002-01-23 (Wed)	2002-01-23	2002-01-23	0	0	0	0	Absence
2002-01-24 (Thu)	2002-01-24	2002-01-24	0	0	0	0	Absence
2002-01-25 (Fri)	2002-01-25	2002-01-25	0	0	0	0	Absence
2002-01-26 (Sat)	2002-01-26	2002-01-26	0	0	0	0	Absence
2002-01-28 (Mon)	2002-01-28	2002-01-28	0	0	0	0	Absence
2002-01-29 (Tue)	2002-01-29	2002-01-29	0	0	0	0	Absence
2002-01-30 (Wed)	2002-01-30	2002-01-30	0	0	0	0	Absence
2002-01-31 (Thu)	2002-01-31	2002-01-31	0	0	0	0	Absence
2002-02-01 (Fri)	2002-02-01	2002-02-01	0	0	0	0	Absence
2002-02-02 (Sat)	2002-02-02	2002-02-02	0	0	0	0	Absence
2002-02-04 (Mon)	2002-02-04	2002-02-04	0	0	0	0	Absence
2002-02-05 (Tue)	2002-02-05	2002-02-05	0	0	0	0	Absence
2002-02-06 (Wed)	2002-02-06	2002-02-06	0	0	0	0	Absence
2002-02-07 (Thu)	2002-02-07	2002-02-07	0	0	0	0	Absence
2002-02-08 (Fri)	2002-02-08	2002-02-08	0	0	0	0	Absence
2002-02-09 (Sat)	2002-02-09	2002-02-09	0	0	0	0	Absence
2002-02-11 (Mon)	2002-02-11	2002-02-11	0	0	0	0	Absence
2002-02-12 (Tue)	2002-02-12	2002-02-12	0	0	0	0	Absence
2002-02-13 (Wed)	2002-02-13	2002-02-13	0	0	0	0	Absence
2002-02-14 (Thu)	2002-02-14	2002-02-14	0	0	0	0	Absence
2002-02-15 (Fri)	2002-02-15	2002-02-15	0	0	0	0	Absence
2002-02-16 (Sat)	2002-02-16	2002-02-16	0	0	0	0	Absence
2002-02-18 (Mon)	2002-02-18	2002-02-18	0	0	0	0	Absence
2002-02-19 (Tue)	2002-02-19	2002-02-19	0	0	0	0	Absence
2002-02-20 (Wed)	2002-02-20	2002-02-20	0	0	0	0	Absence
2002-02-21 (Thu)	2002-02-21	2002-02-21	0	0	0	0	Absence
2002-02-22 (Fri)	2002-02-22	2002-02-22	0	0	0	0	Absence

Attendance Individual Report

Opened converted to PDF file

Date	Work In	Work Out	Late Time	Early Leave	Over Time	Extra Time	Work Type	Note
Entry Date 2002-01-23 - 2003-01-23								
Employee ID 00055			Company Luis Company			Work Schedule 01		
Name Luis			Department R&D Center			Work Holiday		
			Title Employee					
2002-01-23 (Wed)	2002-01-23	2002-01-23	0	0	0	0	Absence	
2002-01-24 (Thu)	2002-01-24	2002-01-24	0	0	0	0	Absence	
2002-01-25 (Fri)	2002-01-25	2002-01-25	0	0	0	0	Absence	
2002-01-26 (Sat)	2002-01-26	2002-01-26	0	0	0	0	Absence	
2002-01-28 (Mon)	2002-01-28	2002-01-28	0	0	0	0	Absence	
2002-01-29 (Tue)	2002-01-29	2002-01-29	0	0	0	0	Absence	
2002-01-30 (Wed)	2002-01-30	2002-01-30	0	0	0	0	Absence	
2002-01-31 (Thu)	2002-01-31	2002-01-31	0	0	0	0	Absence	
2002-02-01 (Fri)	2002-02-01	2002-02-01	0	0	0	0	Absence	
2002-02-02 (Sat)	2002-02-02	2002-02-02	0	0	0	0	Absence	
2002-02-04 (Mon)	2002-02-04	2002-02-04	0	0	0	0	Absence	
2002-02-05 (Tue)	2002-02-05	2002-02-05	0	0	0	0	Absence	
2002-02-06 (Wed)	2002-02-06	2002-02-06	0	0	0	0	Absence	
2002-02-07 (Thu)	2002-02-07	2002-02-07	0	0	0	0	Absence	
2002-02-08 (Fri)	2002-02-08	2002-02-08	0	0	0	0	Absence	
2002-02-09 (Sat)	2002-02-09	2002-02-09	0	0	0	0	Absence	
2002-02-11 (Mon)	2002-02-11	2002-02-11	0	0	0	0	Absence	
2002-02-12 (Tue)	2002-02-12	2002-02-12	0	0	0	0	Absence	
2002-02-13 (Wed)	2002-02-13	2002-02-13	0	0	0	0	Absence	
2002-02-14 (Thu)	2002-02-14	2002-02-14	0	0	0	0	Absence	
2002-02-15 (Fri)	2002-02-15	2002-02-15	0	0	0	0	Absence	
2002-02-16 (Sat)	2002-02-16	2002-02-16	0	0	0	0	Absence	
2002-02-18 (Mon)	2002-02-18	2002-02-18	0	0	0	0	Absence	
2002-02-19 (Tue)	2002-02-19	2002-02-19	0	0	0	0	Absence	
2002-02-20 (Wed)	2002-02-20	2002-02-20	0	0	0	0	Absence	
2002-02-21 (Thu)	2002-02-21	2002-02-21	0	0	0	0	Absence	
2002-02-22 (Fri)	2002-02-22	2002-02-22	0	0	0	0	Absence	
2002-02-23 (Sat)	2002-02-23	2002-02-23	0	0	0	0	Absence	
2002-02-25 (Mon)	2002-02-25	2002-02-25	0	0	0	0	Absence	
2002-02-26 (Tue)	2002-02-26	2002-02-26	0	0	0	0	Absence	
2002-02-27 (Wed)	2002-02-27	2002-02-27	0	0	0	0	Absence	
2002-02-28 (Thu)	2002-02-28	2002-02-28	0	0	0	0	Absence	
2002-03-01 (Fri)	2002-03-01	2002-03-01	0	0	0	0	Absence	

Attendance Report (Monthly/Yearly)

Monthly/Yearly report can be printed using Monthly Data and Yearly Data as basis. This report is total calculation of Monthly and Yearly work attendance data. Through detailed report, Monthly report can be checked by individual type of 1 month time attendance.

- Start

Select Time/Attendance->Report->Monthly/Yearly Report or press Shift + F11 on keyboard.

- Find and Print

Input Find Condition to print appropriate data. Input the conditions in the top part of screen, and how the report will be printed can be seen at the bottom part of screen.

- 1) Select Attendance Report type.

Monthly Attendance Report uses as basis Monthly Work Data to display monthly attendance by individual type. Monthly Attendance Report (Day by Day) displays one month attendance at once to check data.

Yearly Attendance Report uses Yearly Work Data to display current time attendance, and the data is agreed with Monthly Attendance Report.

- 2) Input Find Condition.
- 3) Select Print button. If data is found, it will display how it will look when printed. The following screen will appear.

Attendance Report(Monthly / Yearly)

Find Condition

Select Attendance Report

☒ Monthly Attendance Report

☐ Yearly Attendance Report

From 2003/09 To 2003/09

View Min View Hour

Company Department Employee No. Name

Preview Close

Print... 100% 1/1 Back Forward Export to Excel Export to HTML Export to PDF

Attendance Monthly Report

Employee No.	Name	Department	Total Times					Total C			
			Work	Late	Early	Over	Extra	Work	Work	Absence	
Date 2003/09											
004	Baker, Bernard		0	0	0	0	0	3	0	3	
005	Barnard, Troy		0	0	0	0	0	3	0	3	
006	Barnes, Donald Lee		0	0	0	0	0	3	0	3	
007	Bell, Clarence Alexander		0	0	0	0	0	3	0	3	
008	Bernard, Rita A.		0	0	0	0	0	3	0	3	
009	Black, Gary		0	0	0	0	0	3	0	3	
010	Blase, John A.		0	0	0	0	0	3	0	3	
011	Bowens, Terry J.		0	0	0	0	0	3	0	3	
012	Bozeman, Eric W.		0	0	0	0	0	3	0	3	
013	Bradshaw, Craig L.		0	0	0	0	0	3	0	3	

Attendance Report(Monthly / Yearly)

Find Condition

Select Attendance Report

☐ Monthly Attendance Report

☒ Yearly Attendance Report

From 2003/09 To 2003/09

View Min View Hour

Company Department Employee No. Name

Preview Close

Print... 100% 1/1 Back Forward Export to Excel Export to HTML Export to PDF

Attendance Yearly Report

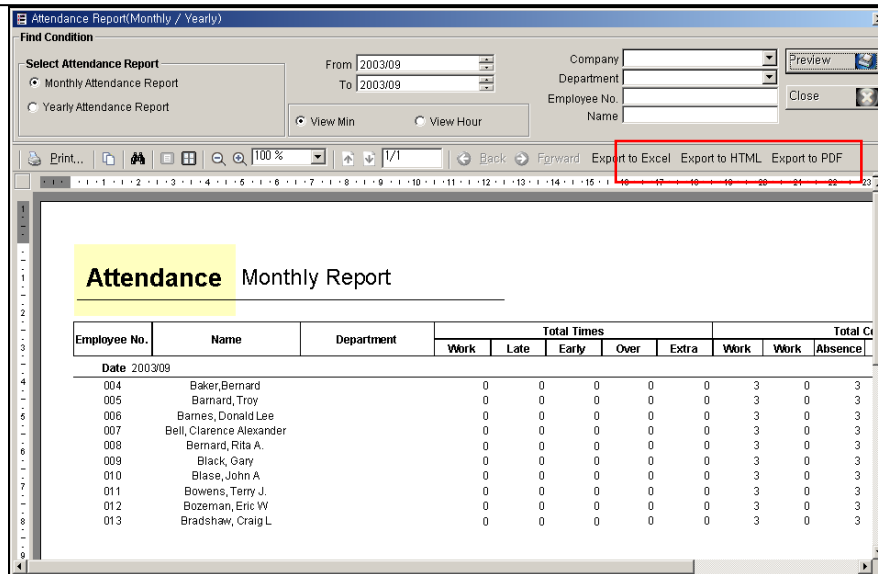
Employee No.	Name	Department	Total Times					Total C		
			Work	Late	Early	Over	Extra	Work	Work	Absence
Date 2003										
004	Baker, Bernard		0	0	0	0	0	3	0	3
005	Barnard, Troy		0	0	0	0	0	3	0	3
006	Barnes, Donald Lee		0	0	0	0	0	3	0	3
007	Bell, Clarence Alexander		0	0	0	0	0	3	0	3
008	Bernard, Rita A.		0	0	0	0	0	3	0	3
009	Black, Gary		0	0	0	0	0	3	0	3
010	Blase, John A.		0	0	0	0	0	3	0	3
011	Bowens, Terry J.		0	0	0	0	0	3	0	3
012	Bozeman, Eric W.		0	0	0	0	0	3	0	3
013	Bradshaw, Craig L.		0	0	0	0	0	3	0	3

- 4) To obtain print out of this screen, select the Print button located in the top left hand side.

You can operate the buttons next to the Print to zoom, compress, view multiple pages, and other options through these icons.

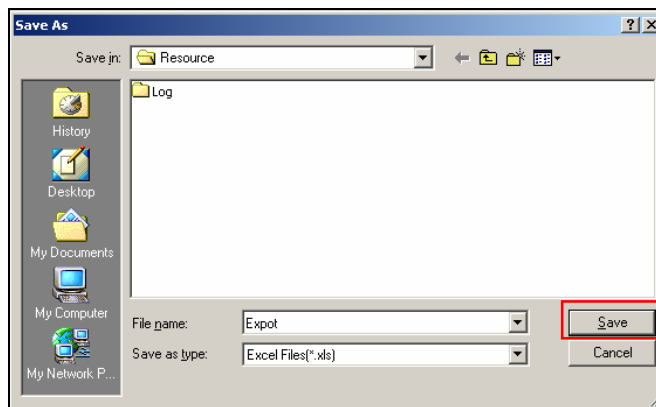
■ File Conversion (Export)

All reports can be converted to variety of files. It can be converted to PDF, HTML, and Excel file. These converted files can be sent out via Internet and email to another person.



- ✓ Export To Excel: Excel report file is created as appearing in print image.
- ✓ Export To HTML: HTML report file is created as appearing in print image.
- ✓ Export To PDF: PDF report file is created as appearing in print image. You will need Adobe Acrobat Reader to view the PDF file.

- 1) Select the button for the type of file conversion.
- 2) The following screen will appear. Input the file name and designate a folder location.



- 3) Select Save button. Depending on file conversion type, it may take some time to complete.

There are instances where it may take some time for the procedure to complete, depending on conversion file type and number of pages.

PDF and Excel file conversion takes some time. You will need to wait until the mouse's cursor hourglass display is finished.

Break Time Report (Daily)

Break Time Report is outputted using work attendance data as basis. This report displays Break Start Time, Break End Time, and Break Exception time and abnormal attendance modified data.

- Start

Select Time/Attendance->Break Time Report or press Shift + Ctrl + F1 on keyboard.

- Find and Print

Input Find Condition to print appropriate data. Input the conditions in the top part of screen, and how the report will be printed can be seen at the bottom part of screen.

- 1) Input Find Condition.
- 2) Select Print button. If data is found, it will display how it will look when printed. The following screen will appear.

Break Time Report(Daily)

Find Condition

Select Break Time Report
☒ Individual Break Time Report
☐ Daily Break Time Report

From: 2003-09-01 To: 2003-09-25
 Company: Department: Employee No. Name:

Print Close

Print... View Min View Hour Back Forward Export to Excel Export to HTML Export to PDF

Break Time Report

Attendance Individual Break Time Report

Date	1st Break Start Time	2nd Break Start Time	3rd Break Start Time	4th Break Start Time	5th Break Start Time	Exception of Tot. Break Time
Entry Date : 2003-09-01 - 2003-09-25						
Employee No : 004						
Name : Baker, Bernard						
Company : United Savannah						
Department :						
Title :						
2003-09-01 (Mon)	10:45:97	-9660
2003-09-02 (Tue)	10:45:97	-8220
2003-09-03 (Wed)	10:45:97	-6780
2003-09-04 (Thu)	10:45:97	-5340
2003-09-05 (Fri)	10:45:97	-3900

Break Time Report(Daily)

Find Condition

Select Break Time Report
☒ Individual Break Time Report
☐ Daily Break Time Report

From: 2003-09-01 To: 2003-09-25
 Company: Department: Employee No. Name:

Print Close

Print... View Min View Hour Back Forward Export to Excel Export to HTML Export to PDF

Break Time Report

Attendance Individual Break Time Report

Date	1st Break Start Time	2nd Break Start Time	3rd Break Start Time	4th Break Start Time	5th Break Start Time	Exception of Tot. Break Time
Entry Date : 2003-09-01 - 2003-09-25						
Employee No : 004						
Name : Baker, Bernard						
Company : United Savannah						
Department :						
Title :						
2003-09-01 (Mon)	10:45:97	-9660
2003-09-02 (Tue)	10:45:97	-8220
2003-09-03 (Wed)	10:45:97	-6780
2003-09-04 (Thu)	10:45:97	-5340
2003-09-05 (Fri)	10:45:97	-3900

- 3) To obtain print out of this screen, select the Print button located in the top left hand side.

You can operate the buttons next to the Print to zoom, compress, view multiple pages, and other options through these icons.

■ File Conversion (Export)

All reports can be converted to variety of files. It can be converted to PDF, HTML, and Excel file. These converted files can be sent out via Internet and email to another person.

- ✓ Export to Excel: Excel report file is created as appearing in print image.
- ✓ Export to HTML: HTML report file is created as appearing in print image.
- ✓ Export to PDF: PDF report file is created as appearing in print image. You will need Adobe Acrobat Reader to view the PDF file.

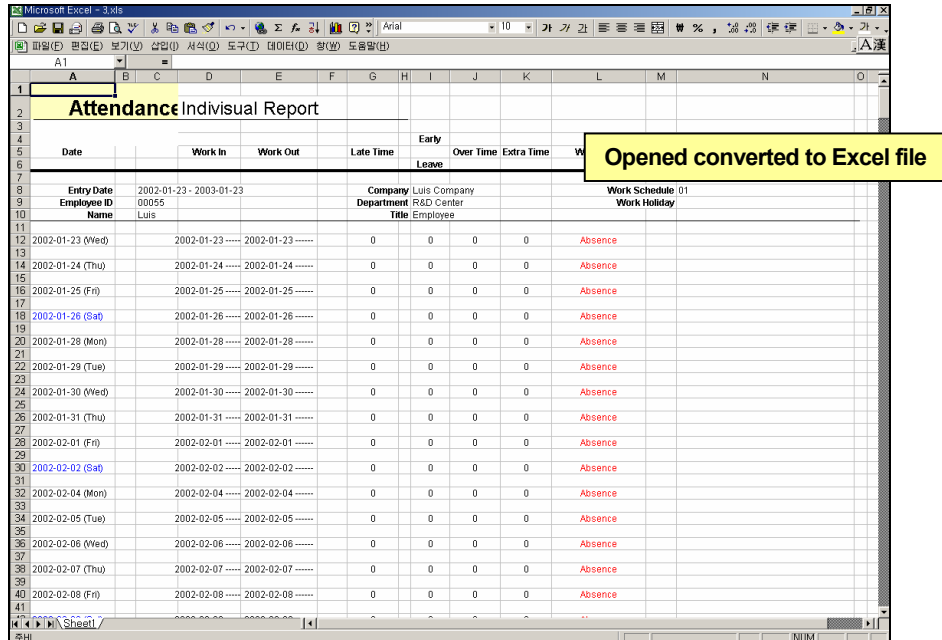
- 1) Select the button for the type of file conversion.
- 2) The following screen will appear. Input the file name and designate a folder location.

- 3) Select Save button. Depending on file conversion type, it may take some time to complete.

There are instances where it may take some time for the procedure to complete, depending on conversion file type and number of pages.

PDF and Excel file conversion takes some time. You will need to wait until the mouse's cursor hourglass display is finished.

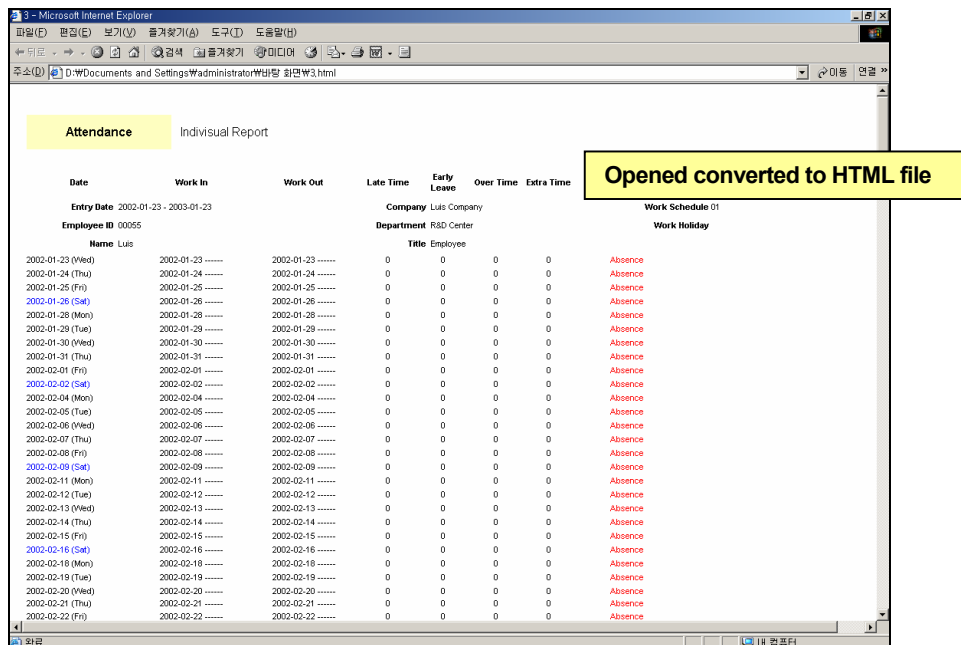
- 4) Once conversion is completed, you can open the converted file to check file image.



Microsoft Excel - 3.xls

Attendance Individual Report

Date	Work In	Work Out	Late Time	Early Leave	Over Time	Extra Time	Work Holiday
Entry Date	2002-01-23 - 2003-01-23		Company		Luis Company		Work Schedule 01
Employee ID	00055		Department		R&D Center		Work Holiday
Name	Luis		Title		Employee		
2002-01-23 (Wed)	2002-01-23	2002-01-23	0	0	0	0	Absence
2002-01-24 (Thu)	2002-01-24	2002-01-24	0	0	0	0	Absence
2002-01-25 (Fri)	2002-01-25	2002-01-25	0	0	0	0	Absence
2002-01-26 (Sat)	2002-01-26	2002-01-26	0	0	0	0	Absence
2002-01-28 (Mon)	2002-01-28	2002-01-28	0	0	0	0	Absence
2002-01-29 (Tue)	2002-01-29	2002-01-29	0	0	0	0	Absence
2002-01-30 (Wed)	2002-01-30	2002-01-30	0	0	0	0	Absence
2002-01-31 (Thu)	2002-01-31	2002-01-31	0	0	0	0	Absence
2002-02-01 (Fri)	2002-02-01	2002-02-01	0	0	0	0	Absence
2002-02-02 (Sat)	2002-02-02	2002-02-02	0	0	0	0	Absence
2002-02-04 (Mon)	2002-02-04	2002-02-04	0	0	0	0	Absence
2002-02-05 (Tue)	2002-02-05	2002-02-05	0	0	0	0	Absence
2002-02-06 (Wed)	2002-02-06	2002-02-06	0	0	0	0	Absence
2002-02-07 (Thu)	2002-02-07	2002-02-07	0	0	0	0	Absence
2002-02-08 (Fri)	2002-02-08	2002-02-08	0	0	0	0	Absence



3 - Microsoft Internet Explorer

Attendance Individual Report

Date	Work In	Work Out	Late Time	Early Leave	Over Time	Extra Time	Work Holiday
Entry Date	2002-01-23 - 2003-01-23		Company		Luis Company		Work Schedule 01
Employee ID	00055		Department		R&D Center		Work Holiday
Name	Luis		Title		Employee		
2002-01-23 (Wed)	2002-01-23	2002-01-23	0	0	0	0	Absence
2002-01-24 (Thu)	2002-01-24	2002-01-24	0	0	0	0	Absence
2002-01-25 (Fri)	2002-01-25	2002-01-25	0	0	0	0	Absence
2002-01-26 (Sat)	2002-01-26	2002-01-26	0	0	0	0	Absence
2002-01-28 (Mon)	2002-01-28	2002-01-28	0	0	0	0	Absence
2002-01-29 (Tue)	2002-01-29	2002-01-29	0	0	0	0	Absence
2002-01-30 (Wed)	2002-01-30	2002-01-30	0	0	0	0	Absence
2002-01-31 (Thu)	2002-01-31	2002-01-31	0	0	0	0	Absence
2002-02-01 (Fri)	2002-02-01	2002-02-01	0	0	0	0	Absence
2002-02-02 (Sat)	2002-02-02	2002-02-02	0	0	0	0	Absence
2002-02-04 (Mon)	2002-02-04	2002-02-04	0	0	0	0	Absence
2002-02-05 (Tue)	2002-02-05	2002-02-05	0	0	0	0	Absence
2002-02-06 (Wed)	2002-02-06	2002-02-06	0	0	0	0	Absence
2002-02-07 (Thu)	2002-02-07	2002-02-07	0	0	0	0	Absence
2002-02-08 (Fri)	2002-02-08	2002-02-08	0	0	0	0	Absence
2002-02-09 (Sat)	2002-02-09	2002-02-09	0	0	0	0	Absence
2002-02-11 (Mon)	2002-02-11	2002-02-11	0	0	0	0	Absence
2002-02-12 (Tue)	2002-02-12	2002-02-12	0	0	0	0	Absence
2002-02-13 (Wed)	2002-02-13	2002-02-13	0	0	0	0	Absence
2002-02-14 (Thu)	2002-02-14	2002-02-14	0	0	0	0	Absence
2002-02-15 (Fri)	2002-02-15	2002-02-15	0	0	0	0	Absence
2002-02-16 (Sat)	2002-02-16	2002-02-16	0	0	0	0	Absence
2002-02-18 (Mon)	2002-02-18	2002-02-18	0	0	0	0	Absence
2002-02-19 (Tue)	2002-02-19	2002-02-19	0	0	0	0	Absence
2002-02-20 (Wed)	2002-02-20	2002-02-20	0	0	0	0	Absence
2002-02-21 (Thu)	2002-02-21	2002-02-21	0	0	0	0	Absence
2002-02-22 (Fri)	2002-02-22	2002-02-22	0	0	0	0	Absence

Attendance Individual Report

Opened converted to PDF file

Date	Work In	Work Out	Late Time	Early Leave	Over Time	Extra Time	Work Type	Note
Entry Date 2002-01-23 - 2003-01-23								
Employee ID 00055			Company Luis Company			Work Schedule 01		
Name Luis			Department R&D Center			Work Holiday		
			Title Employee					
2002-01-23 (Wed)	2002-01-23	2002-01-23	0	0	0	0	Absence	
2002-01-24 (Thu)	2002-01-24	2002-01-24	0	0	0	0	Absence	
2002-01-25 (Fri)	2002-01-25	2002-01-25	0	0	0	0	Absence	
2002-01-26 (Sat)	2002-01-26	2002-01-26	0	0	0	0	Absence	
2002-01-28 (Mon)	2002-01-28	2002-01-28	0	0	0	0	Absence	
2002-01-29 (Tue)	2002-01-29	2002-01-29	0	0	0	0	Absence	
2002-01-30 (Wed)	2002-01-30	2002-01-30	0	0	0	0	Absence	
2002-01-31 (Thu)	2002-01-31	2002-01-31	0	0	0	0	Absence	
2002-02-01 (Fri)	2002-02-01	2002-02-01	0	0	0	0	Absence	
2002-02-02 (Sat)	2002-02-02	2002-02-02	0	0	0	0	Absence	
2002-02-04 (Mon)	2002-02-04	2002-02-04	0	0	0	0	Absence	
2002-02-05 (Tue)	2002-02-05	2002-02-05	0	0	0	0	Absence	
2002-02-06 (Wed)	2002-02-06	2002-02-06	0	0	0	0	Absence	
2002-02-07 (Thu)	2002-02-07	2002-02-07	0	0	0	0	Absence	
2002-02-08 (Fri)	2002-02-08	2002-02-08	0	0	0	0	Absence	
2002-02-09 (Sat)	2002-02-09	2002-02-09	0	0	0	0	Absence	
2002-02-11 (Mon)	2002-02-11	2002-02-11	0	0	0	0	Absence	
2002-02-12 (Tue)	2002-02-12	2002-02-12	0	0	0	0	Absence	
2002-02-13 (Wed)	2002-02-13	2002-02-13	0	0	0	0	Absence	
2002-02-14 (Thu)	2002-02-14	2002-02-14	0	0	0	0	Absence	
2002-02-15 (Fri)	2002-02-15	2002-02-15	0	0	0	0	Absence	
2002-02-16 (Sat)	2002-02-16	2002-02-16	0	0	0	0	Absence	
2002-02-18 (Mon)	2002-02-18	2002-02-18	0	0	0	0	Absence	
2002-02-19 (Tue)	2002-02-19	2002-02-19	0	0	0	0	Absence	
2002-02-20 (Wed)	2002-02-20	2002-02-20	0	0	0	0	Absence	
2002-02-21 (Thu)	2002-02-21	2002-02-21	0	0	0	0	Absence	
2002-02-22 (Fri)	2002-02-22	2002-02-22	0	0	0	0	Absence	
2002-02-23 (Sat)	2002-02-23	2002-02-23	0	0	0	0	Absence	
2002-02-25 (Mon)	2002-02-25	2002-02-25	0	0	0	0	Absence	
2002-02-26 (Tue)	2002-02-26	2002-02-26	0	0	0	0	Absence	
2002-02-27 (Wed)	2002-02-27	2002-02-27	0	0	0	0	Absence	
2002-02-28 (Thu)	2002-02-28	2002-02-28	0	0	0	0	Absence	
2002-03-01 (Fri)	2002-03-01	2002-03-01	0	0	0	0	Absence	

Break Time Report (Monthly/Yearly)

Monthly/Yearly report can be printed using Monthly Data and Yearly Data as basis. This report is total calculation of Monthly and Yearly work attendance data. Through detailed report, Monthly report can be checked by individual type of 1 month time attendance.

- Start

Select Time/Attendance->Report->Monthly Break Report or press Shift + Ctrl + F2 on keyboard.

- Find and Print

Input Find Condition to print appropriate data. Input the conditions in the top part of screen, and how the report will be printed can be seen at the bottom part of screen.

1) Select Break time Report type.

Monthly Break time Report uses as basis Monthly Break Time Data to display monthly attendance by individual type. Monthly Break Time Report (Day by Day) displays one month Break time data at once to check data.

Yearly Break Time Report uses Yearly Break Time Data to display current time attendance, and the data is agreed with Monthly Break time Report.

- 2) Input Find Condition.
- 3) Select Print button. If data is found, it will display how it will look when printed. The following screen will appear.

Break Time Report(Monthly)

Find Condition

Select Break Time Report

Monthly Break Time Report

Yearly Break TimeReport

From 2003/08

To 2003/09

Company

Department

Employee No.

Name

Print

Close

Print...

100 %

1/1

Back

Forward

Export to Excel

Export to HTML

Export to PDF

1

2

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23

Attendance

Monthly Break Time Report

Monthly Attendance Report

Employee No.	Name	Department	Exception of Total Break Time(on Monthly)				
			1st Break Time	2nd Break Time	3rd Break Time	4th Break Time	5th Break Time
Date 2003/09							
004	Baker, Bernard		-25380	720	0	0	
005	Barnard, Troy		-25380	720	0	0	
006	Barnes, Donald Lee		-25380	720	0	0	
007	Bell, Clarence Alexander		-25380	720	0	0	
008	Bernard, Rita A.		-25380	720	0	0	
009	Black, Gary		-25380	720	0	0	
010	Blase, John A		-25380	720	0	0	
011	Bowens, Terry J.		-25380	720	0	0	
012	Bozeman, Eric W		-25380	720	0	0	
013	Bradshaw, Craig L		-25380	720	0	0	

Attendance Yearly Break Time Report

Employee No.	Name	Department	Exception of Total Break Time(on Yearly)				
			1st Break Time	2nd Break Time	3rd Break Time	4th Break Time	5th Break Time
Date 2003							
004	Baker, Bernard		-25380	720	0	0	
005	Barnard, Troy		-25380	720	0	0	
006	Barnes, Donald Lee		-25380	720	0	0	
007	Bell, Clarence Alexander		-25380	720	0	0	
008	Bernard, Rita A.		-25380	720	0	0	
009	Black, Gary		-25380	720	0	0	
010	Blase, John A.		-25380	720	0	0	
011	Bowens, Terry J.		-25380	720	0	0	
012	Bozeman, Eric W.		-25380	720	0	0	
013	Bradshaw, Craig L.		-25380	720	0	0	

- 4) To obtain print out of this screen, select the Print button located in the top left hand side.

You can operate the buttons next to the Print to zoom, compress, view multiple pages, and other options through these icons.

■ File Conversion (Export)

All reports can be converted to variety of files. It can be converted to PDF, HTML, and Excel file. These converted files can be sent out via Internet and email to another person.

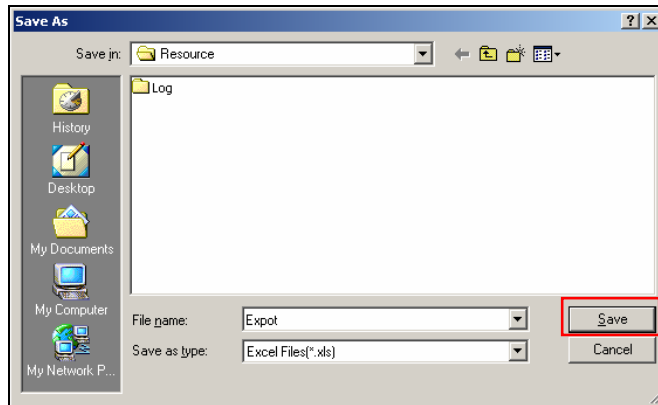
Attendance Monthly Break Time Report

Employee No.	Name	Department	Exception of Total Break Time(on Monthly)				
			1st Break Time	2nd Break Time	3rd Break Time	4th Break Time	5th Break Time
Date 200309							
004	Baker, Bernard		-25380	720	0	0	
005	Barnard, Troy		-25380	720	0	0	
006	Barnes, Donald Lee		-25380	720	0	0	
007	Bell, Clarence Alexander		-25380	720	0	0	
008	Bernard, Rita A.		-25380	720	0	0	
009	Black, Gary		-25380	720	0	0	
010	Blase, John A.		-25380	720	0	0	
011	Bowens, Terry J.		-25380	720	0	0	
012	Bozeman, Eric W.		-25380	720	0	0	
013	Bradshaw, Craig L.		-25380	720	0	0	

- ✓ Export to Excel: Excel report file is created as appearing in print image.
- ✓ Export to HTML: HTML report file is created as appearing in print image.

- ✓ Export to PDF: PDF report file is created as appearing in print image. You will need Adobe Acrobat Reader to view the PDF file.

- 1) Select the button for the type of file conversion.
- 2) The following screen will appear. Input the file name and designate a folder location.



- 3) Select Save button. Depending on file conversion type, it may take some time to complete.

There are instances where it may take some time for the procedure to complete, depending on conversion file type and number of pages.

PDF and Excel file conversion takes some time. You will need to wait until the mouse's cursor hourglass display is finished.

Chapter

7

**STARWATCH DUAL PRO I
TCP/IP Communication****DUAL PRO™ TCP/IP Communication**

This chapter explains TCP/IP communication explanation, along with detailed configuration instruction and usage with STARWATCH DUAL PRO I™

TCP/IP Communication

TCP/IP communication takes place of existing serial communication, by using the already established network to communicate with the ACU device and program.

TCP/IP communication method supported by ACU is 1 type. There is an external converter called Neteye1000S using TCP/IP.

Neteye1000S RS422 communication with TCP/IP communication from program to device can be networked. It can connect 32 ACU devices via RS422 for operation.

For instance, if using external type converter, each converter can connect 32 units. In this case, one fixed IP is needed for the external TCP/IP converter.

In Usage with External TCP/IP converter

If using external converter, it can connect up to maximum of 32 ACU devices. In this case, the communication must be connected via RS422 method. You can use RS232 or RS422 if external converter has only 1 unit of ACU connected.

Connection method for external converter in RS232/RS422 is a bit different in wire connection and Piano Switch.

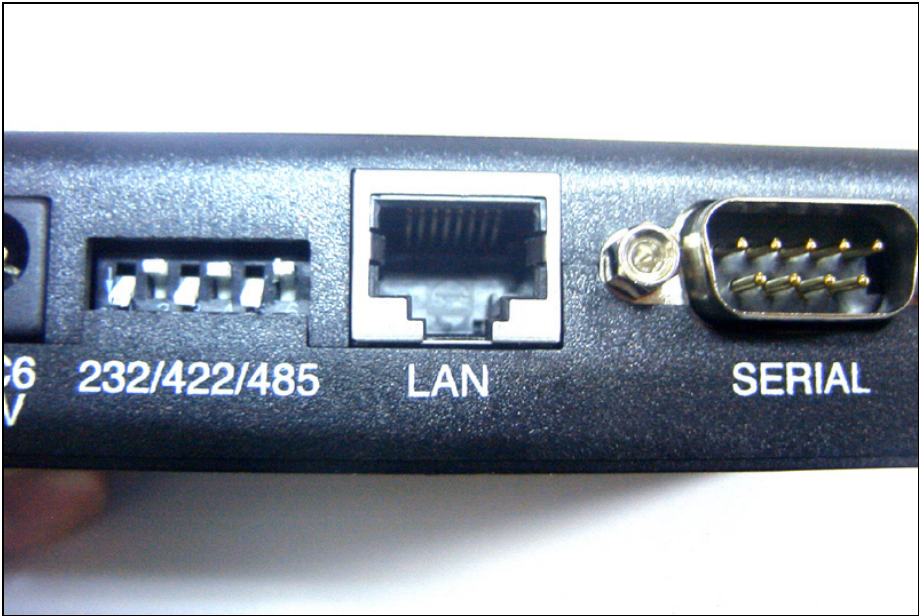
Communication via RS232

RS232 connection must be done in the following. Use a 9 pin female connector to the ACU device RS232 communication as shown below.

■ Connection

ACU device cable	9 pin connector
TXD	#2 pin (RXD)
RXD	#3 pin (TXD)
GROUND	#5 pin (GRD)

■ Piano Switch Configuration



Switch #	Switch Status
1	On(Down)
2	Off(Up)
3	On(Down)
4	Off(Up)
5	On(Down)
6	Off(Up)

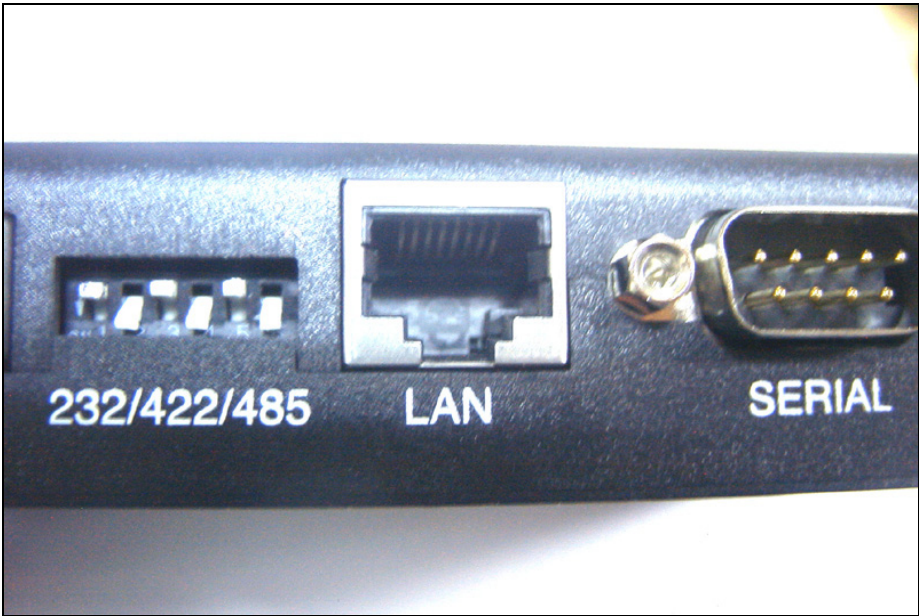
Communication via RS422

RS422 connection must be done in the following. Use a 9 pin female connector to the ACU device RS422 communication as shown below.

■ Connection

ACU device	9 pin connector
TX+	#2 pin (RX+)
RX+	#3 pin (TX+)
TX-	#7 pin (RX-)
RX-	#8 pin (TX-)

■ Piano Switch Configuration



Switch #	Switch Status
1	Off(Up)
2	On(Down)
3	Off(Up)
4	On(Down)
5	Off(Up)
6	On(Down)

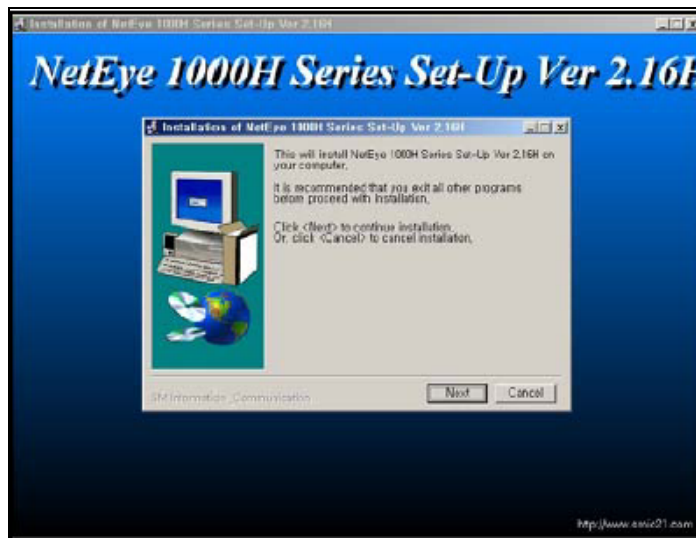
External Converter Configuration Program

Using an external converter for TCP/IP communication requires a configuration program, along with an IP and some configuration processes.

■ Program Installation

The CD provided contains LAN converter IP configuration and operation status check. Install the program to configure the LAN converter IP from the PC.

- 1) Locate the NetEye1000_Setup.exe file in the CD and select on it to begin installation.



- 2) Select Next button to move on to following step.



- 3) Check the folder the program will be installed on to, then select Install button to begin.



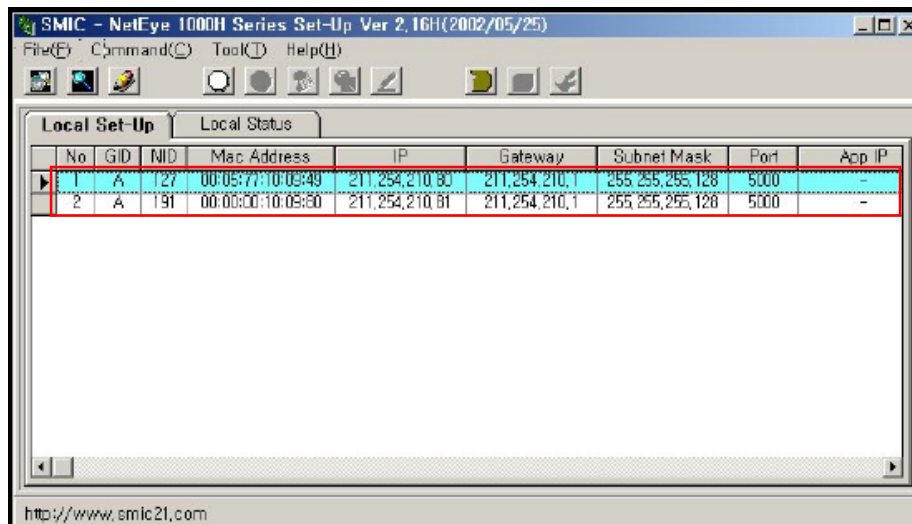
- 4) Once installation is completed, select OK button to finish.

■ IP Configuration

Select Start->Program->NetEye1000 to run program.

Once programming is running, it will display the following screen showing all LAN converters connected to the network.

The figure below shows 2 LAN converters connected.



Each LAN converter needs to configure IP, Gateway, Subnet Mask, and Port. From the above figure, selecting the converter to be configured by double clicking will display the following screen.

The screenshot shows the 'DeviceSetup' window with the following fields and values:

- GID: A
- NID: 127
- MAC Address: 00:05:77:10:09:49
- Mode: ☒ Server ☐ Client
- [IP Config]
 - IP Address: 211.254.210.80
 - Gateway: 211.254.210.1
 - Subnet Mask: 255.255.255.128
 - Port: 5000
- [If Client Mode Selected]
 - App IP:
 - App Port:
- [Serial Config]
 - BPS: 9600
 - Parity: None
 - Data bit: 8
 - Stop bit: 1
 - Exp Time: Endless
- Buttons: OK, Cancel

User needs to configure the above categories with a value. Modify the IP Address, Gateway, Subnet Mask, but leave the rest with default values.

Category	Setup Value
Mode	Server
IP Address	IP Address received from network(No Duplication)
Gateway	Gateway received from network
Subnet Mask	Subnet Mask received from network
Port	5000
BPS	9600
Parity	None
Data bit	8
Stop bit	1

Select OK button to finish configuration.

S/W Configuration

Loop Definition

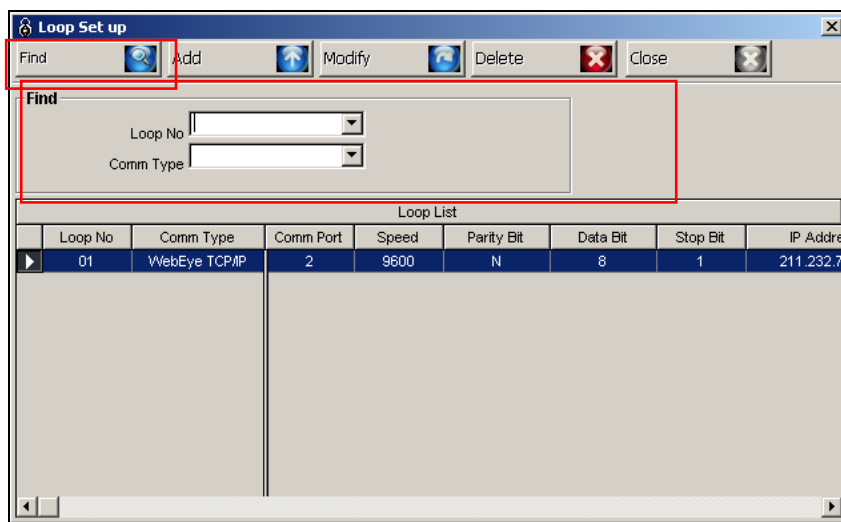
Port definition describes Serial and TCP/IP communication loop connected to the PC. It supports up to 99 Loops, but keep in mind depending on PC performance, memory, and OS, supporting 99 Loops may not be possible. It is recommended to use adequate number of Loops for usage.

- Start

Select Set Up-> Loop Definition or press Ctrl+A button on keyboard.

- Find

Find is used to get relevant information pertaining to the inquiry when information is available. It is used to edit and delete the existing data information.



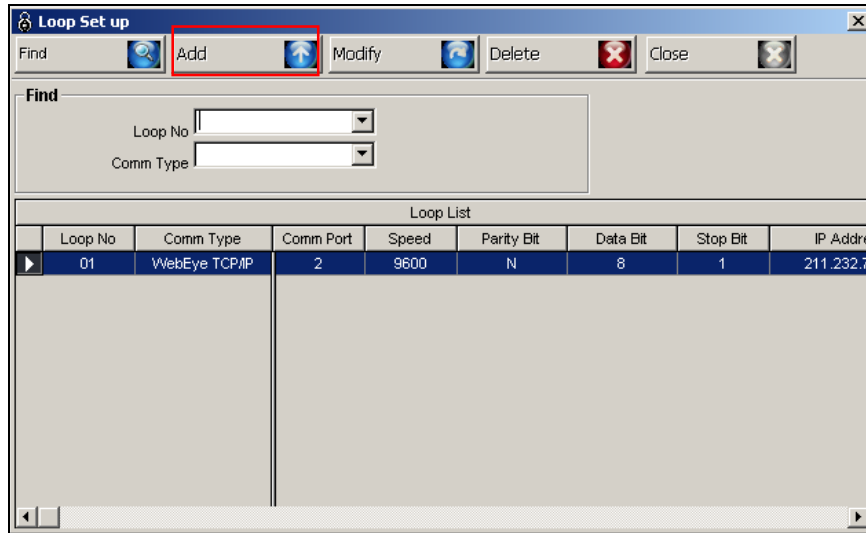
- 1) Select Loop No. and Comm. Type as appropriate.
- 2) Select Find to make an inquiry. If inquired result is available, the following screen appears.

If find has no specific parameters, it will display the entire information

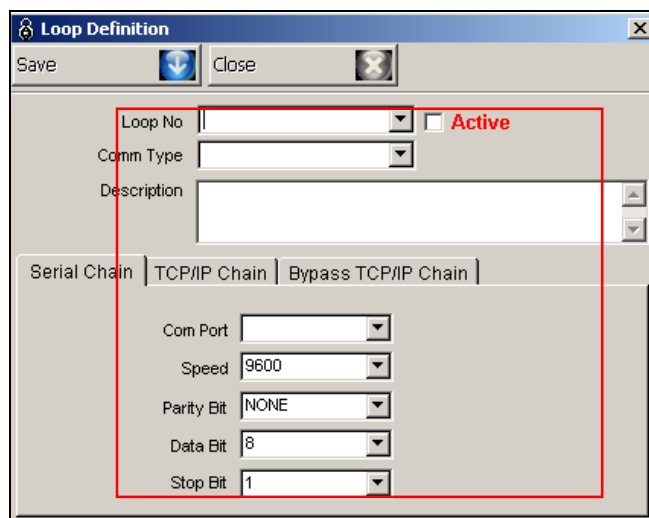
Find Add, Modify and Delete functions are all applied equally in input/output screen. Once you familiarize these functions, you can easily understand them as they are used equally in other input/output screens.

■ Add

Add is used to create new data. Select Add button to add work type data through input screen.



1) Select Add button and the following screen appear.



- 1) Select Loop No and it will indicate Loop No not used. The Loop No. being used will not be displayed.
- 2) Select Comm. Type as Serial Chain for Serial, TCP/IP Chain for TCP/IP and Dial-UP Chain for Dial-Up as communication type.
- 3) Check mark Active for the correspond port to be able to communicate.

Decide if correspond port will be active for communication. Active check mark Loop No communicates, but without a check mark will result in no communication.

This option lets the user make the port inactive, if the port requires maintenance due to a problem in communication. User can fix the problem while other locations remain with active ports.

If the port data is modified, you must close the program and restart.

- 1) Select from Serial Chain tab, Comm. Port, Speed, Parity Bit, Data Bit, and Stop Bit. The default value is Speed 9600, Parity Bit None, Data Bit 8, and Stop Bit 1 for configuration.
- 2) Input screen changes if TCP/IP Chain is selected.

Input the IP Address from the external converter for configuration.

Input TCP Loop No. as default value 5000. (Port No. is fixed at 5000)

Select Module Type as external version.

For detailed instructions on TCP/IP communication, refer to chapter 7 STARWATCH DUAL PRO I™ TCP/IP Communication.

- 3) Input screen changes if Bypass TCP/IP Chain is selected.

Bypass TCP/IP Chain is used when connecting with WebEye Device.

To use Surveillance monitoring, WebEye Device should be used.

WebEye Device can not only connect with camera and also can communicate

Like converter. So if you want to use WebEye Device there are couple of things to input.

WebEye Device is communicate by TCP/IP, so you should input IP Address, Port

No. And Device ID, Device Password, Com Port, Speed, Parity Bit, Data Bit, Stop bit.

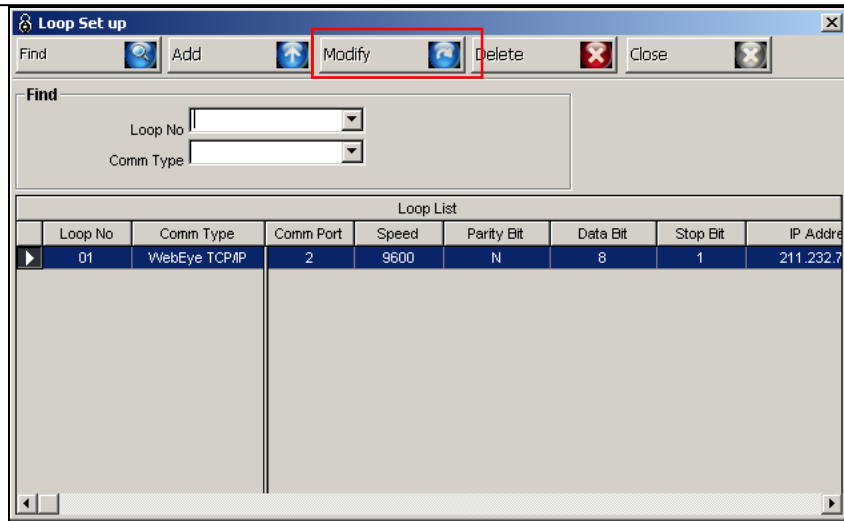
We recommend to read View Pro Installation Guide about detail information.

4) Select Save button to save data, and select Close button to finish.

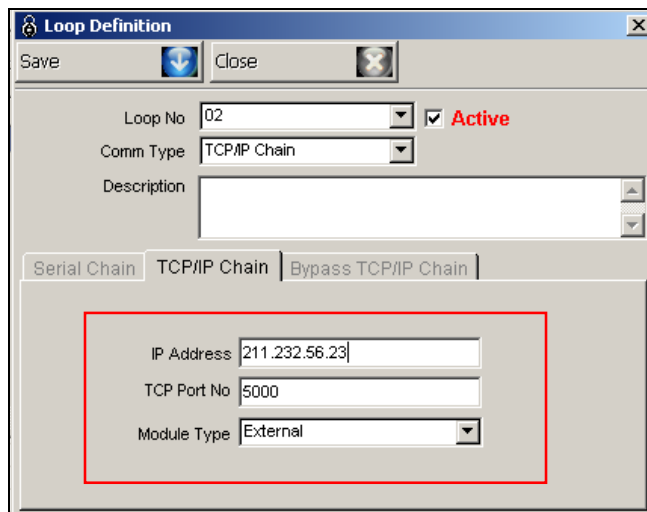
■ Modify

Modify is used to change existing data. Find data to modify or to change registered work time category.

Selected data is displayed as below figure in highlighted bar.



- 1) Select Modify to see the above screen. The Port List is equal to registration screen. Therefore, the Loop No. cannot be modified.

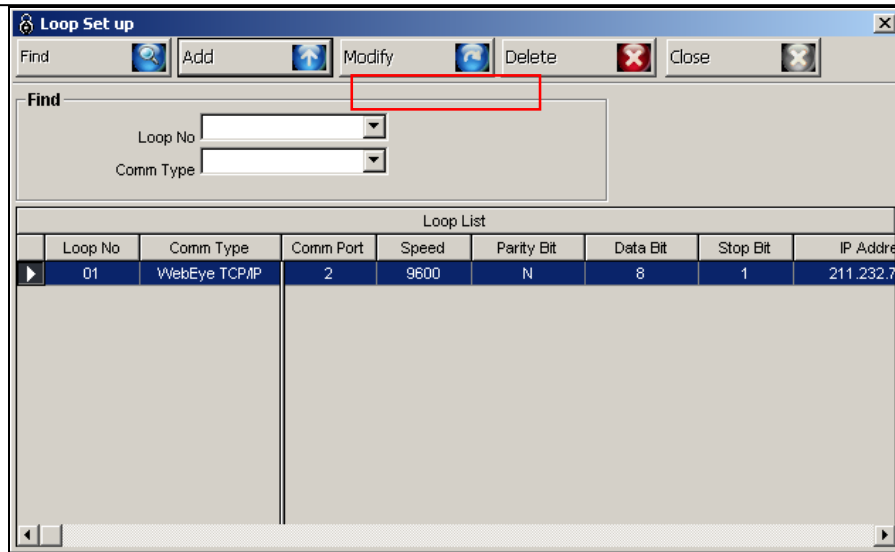


- 2) Modify the items that need changing. Once completed, select Save button to save the modify data.
- 3) Select Close button to finish.

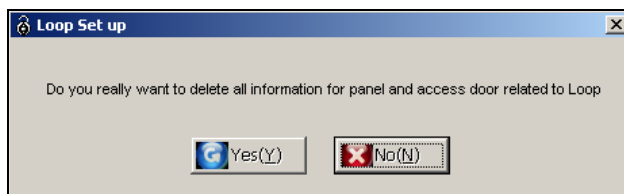
■ Delete

Delete is used to delete existing data. Find data to delete or to delete registered category list data.

Selected data is displayed as below figure in highlighted bar.



- 1) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



Deleting the registered port will erase all data of controller, access door, and reader. Please use extreme caution when using this function.

Controller Definition

Controller Definition explains data definition of controller. Each controller has its own communication address. By address type, the S/W data is defined and communicated. Also, each controller can have its own function options, and these options are sent to the controllers for application.

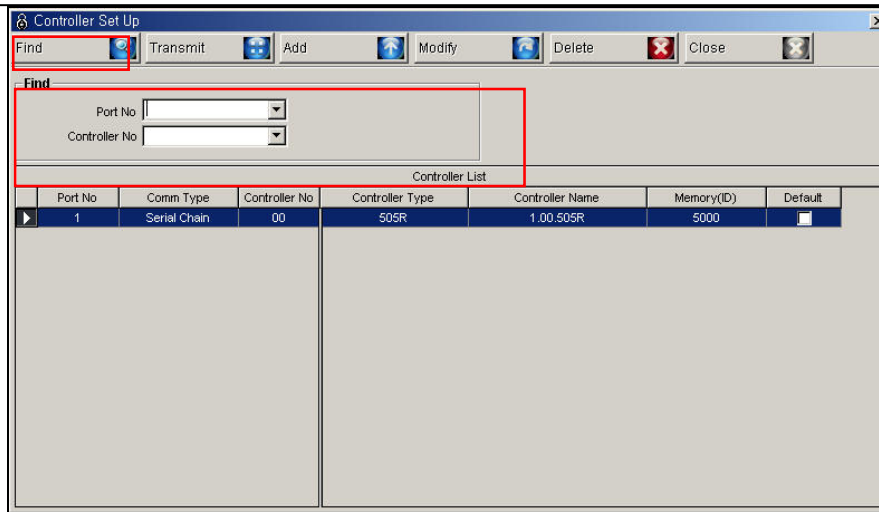
Complete all initial setup and reboot the program, and make certain communication is established before using transmit function.

■ Start

Select Set Up->Controller Definition or press Ctrl+B button on keyboard.

■ Find

Find is used to get relevant information pertaining to the inquiry when information is available. It is used to edit and delete the existing data information.

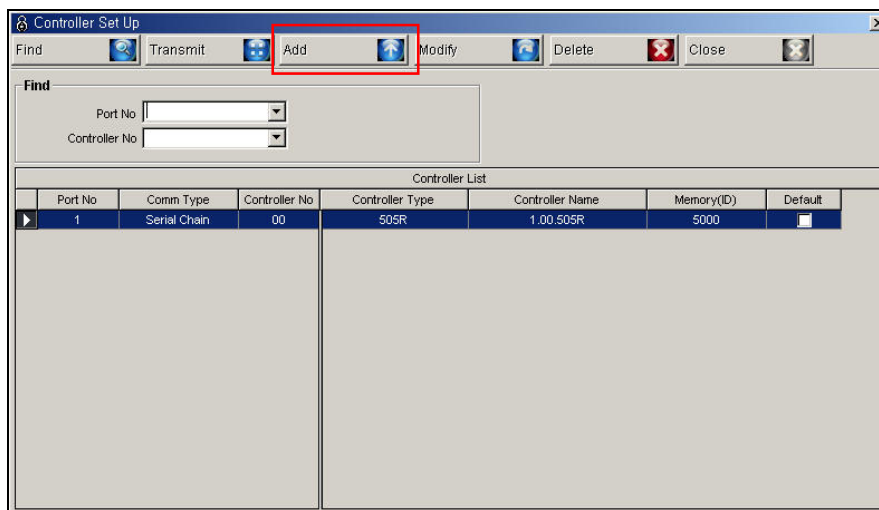


- 1) Select Loop No. and Controller No. as appropriate.
- 2) Select Find to make an inquiry. If inquired result is available, it will display the results.

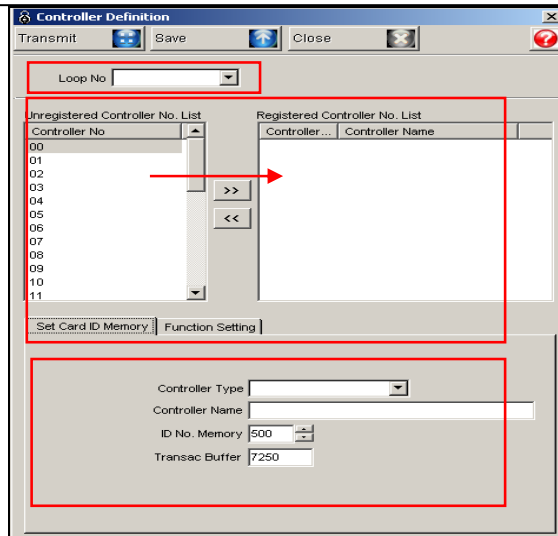
If find has no specific parameters, it will display the entire information

■ Add

Add is used to create new data. Select Add button to add work type data through input screen.



- 1) Select Add button and the following screen will appear.



- 2) Select Loop No. It displays only the Loop No. that was registered in Loop Registration.
- 3) Unregistered Controller No. List displays items not selected from Loop No. Select the Controller No. to be registered choosing and selecting >> button or double click the Controller No. to select and it will show up on the right hand side Registered Controller No. List.

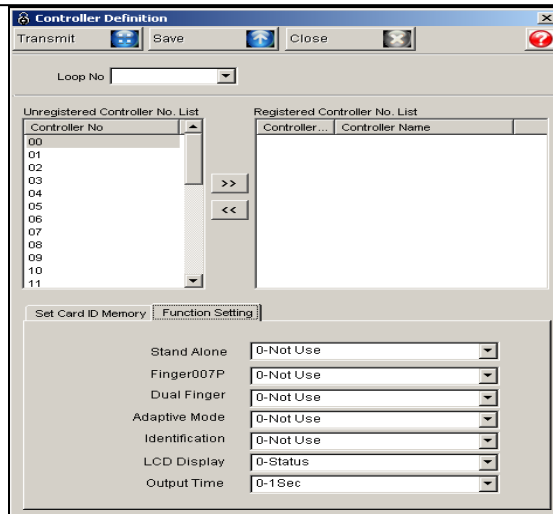
Controller registration must be done one at a time to setup.

It will register one controller number with its basic data for configuration. Select Save button to complete the process.

Repeat the procedure to add additional controllers.

Select Controller Type as controller type.

- 4) Input Controller Name. This is a must in order to define the location, when an event occurs to a controller.
- 5) Configure card memory. Depending on card memory setup, the event memory is automatically setup. Configure adequate amount of card and event memory.
- 6) After setup is completed in 'Set Card ID Memory', please click 'Function Setting' tab. Following screen will be shown up.



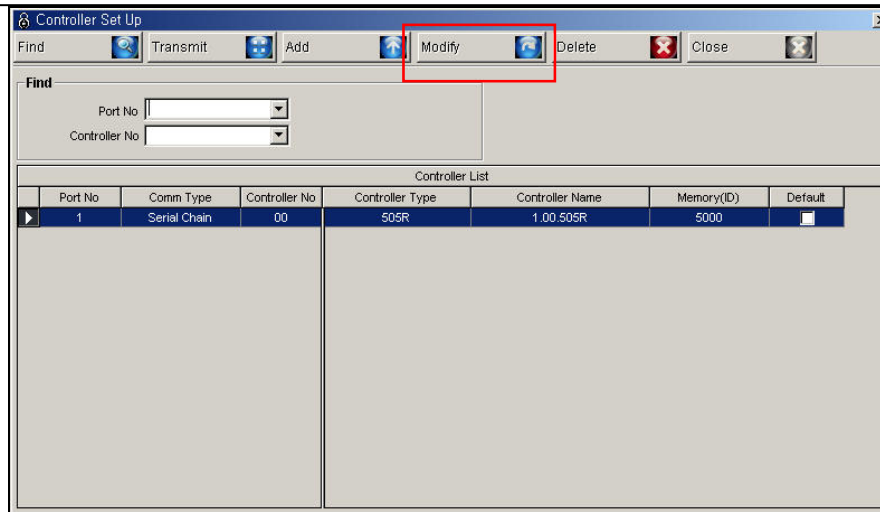
- 7) These items in 'Function Setting' is Type in Controller and user can select the type.
- Stand Alone is used to select whether new data will be filed or ignored when memory is full. Default value is 'Not Use'
 - Finger007P is used to select whether Pin mode will be activated or no. Default value is 'Not Use'
 - Dual Finger is used to register fingerprint in registration mode whether single fingerprint is used or dual fingerprints are used. Default value is 'Not Use'
 - Adaptive Mode is used to enhance fingerprint verification rate. Default value is 'Use'
 - Identification is used to access door only by fingerprint. Default value is 'Not Use'
 - LCD Display is to select whether access status will be shown up or card number will be shown up. Default value is 'Status'
 - You can set Output Time 1Sec or 0.1Sec. Default value is 1Sec.
- 8) Select Save button to save data.
- 9) Select Transmit button to send setup data to controller for memory setup.

When setup is performed for all controller, program, and related data, it is not active until transmitted to controller. It is possible the transmit function may not work properly.

- 10) Select Close button to finish.

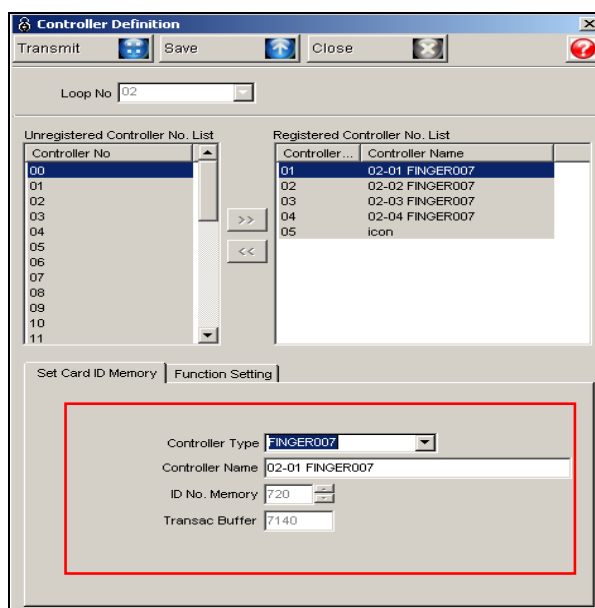
■ Modify

Modify is used to change existing data. Find data to modify or to change registered controller category. Selected data is displayed as below figure in highlighted bar.

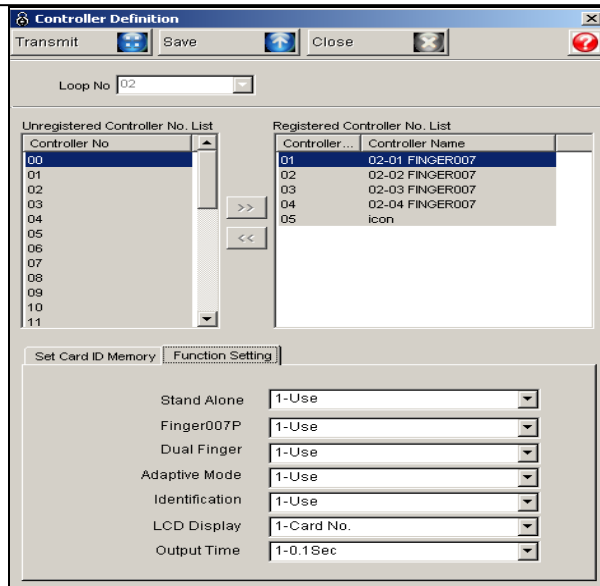


- 1) Select Modify to see the following screen. The Controller Modify is equal to registration screen. However, the Loop No cannot be changed, and modify is possible to the selected controller address.

A.



B.



Modify the items that need changing. And 505R and ICON100 can be changed only LCD Display and Output Time in 'Function Setting'.

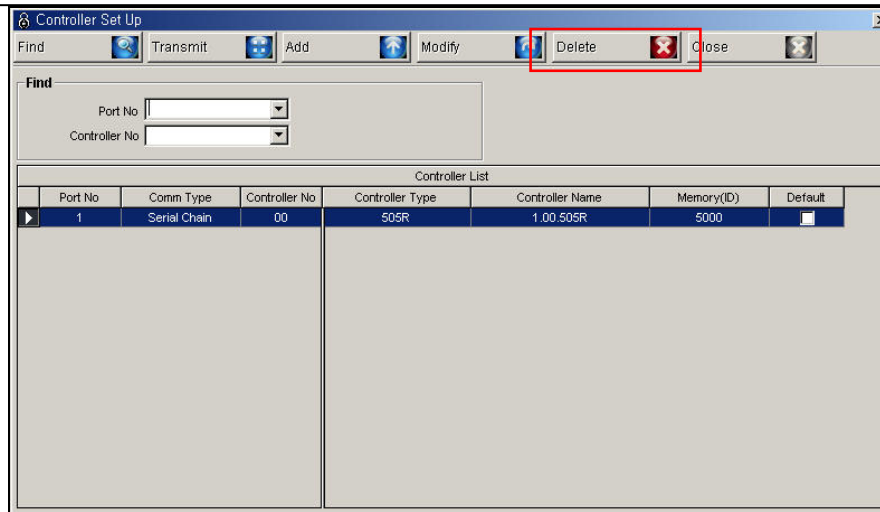
- 2) Select Save button to save the modified information.
- 3) Select Transmit button to send setup data to controller for memory setup.

When setup is performed for all controller, program, and related data, it is not active until transmitted to controller. It is possible the transmit function may not work properly.

- 4) Select Close button to finish.

■ Delete

Delete is used to delete existing saved data. Find data to delete or to delete registered controller category data. Selected data is displayed as below figure in highlighted bar.



- 1) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.

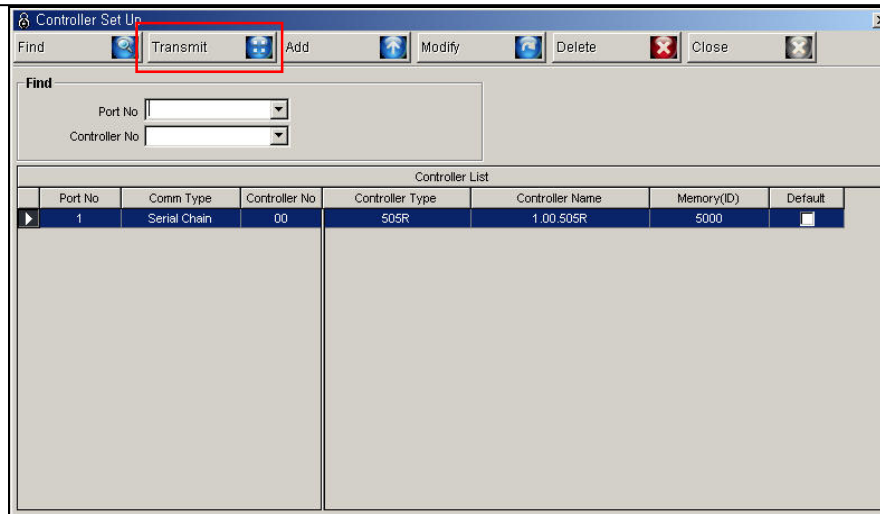


Deleting the registered controller will erase all data of controller, access door, and reader. Please use extreme caution when using this function.

■ Transmit

This function is used to send the setup functions to the controller for activation. Use Find to search for data transmit or select the data from the registered controller categories to send.

Selected data is displayed as below figure in highlighted bar.



- 1) Select Transmit button. This will send the selected data to the corresponding Controller No for application.

If an error does occur, detailed explanation is displayed in a message box.

In this case, retransmit the data, but if the error continues, check the communication and controller for problems.

STARWATCH DUAL PRO I

Dial Up Communication

DUAL PRO™ Dial-Up Communication

This chapter explains Dial-Up communication explanation, along with detailed configuration instruction and usage with Dual Pro™ program.

System Requirement

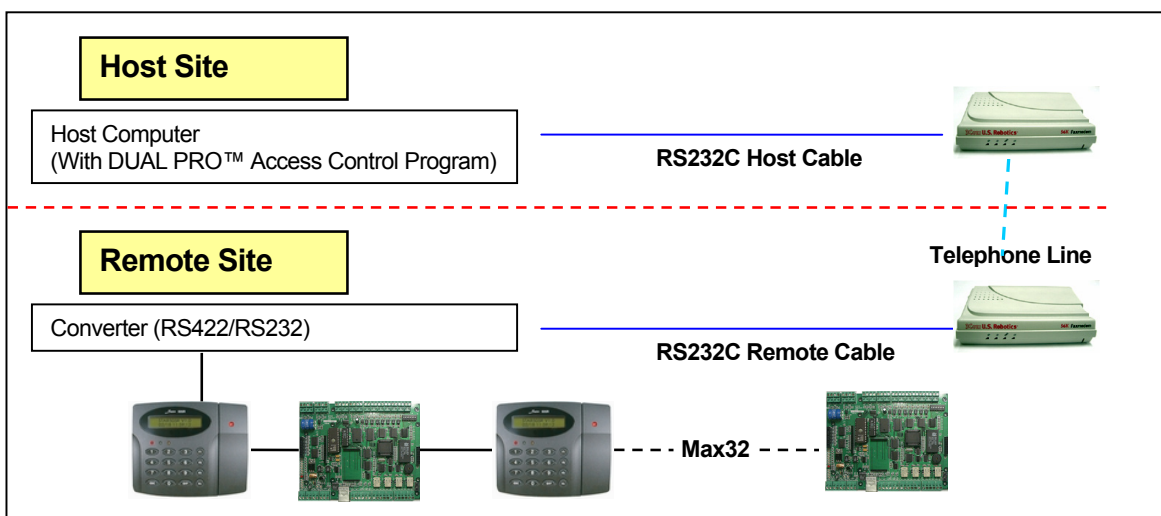
Dial-Up communication requires some devices for operation. It needs 2 modems for host and remote site connection.

Modem must be an external version for use, and the ability to auto answer function (Namely, when the host calls the remote modem, it answers to make connection)

The DUAL PRO™ system supports the following modem, and as possible uses this modem. Also, to have Dial-Up communication, it requires making of a separate communication cable one for the host site and one for the remote site.

- 3Com U.S Robotics 56K Fax External Modem 2 (Remote Site, Host Site)
- Host, Remote Serial communication Cable

Dial-Up Communication Layout



Modem Configuration

Some configurations are required to setup the host and remote modem for operation. Configuration for communication speed and auto answer function is required.

To configure the modem, it needs the manual, driver, and modem cable included in the modem package.

To configure the modem environment, it requires the Hyper Terminal included in Windows.

If Hyper Terminal is not installed, go to Control Controller and open Program Add/Delete file to install the program.

Host Modem Setup

To setup the Host Modem, all you need to do is modify the communication speed using the driver and cable.

■ Communication Speed Setup

This function is used to calibrate communication speed between ACU device and modem to be equal. When the modem is first installed, the speed value is setup at maximum speed. However, ACU device speed is 9600BPS, so the modem speed needs to be setup as 9600BPS for configuration.

- 1) Install the modem to Window 2000 or XP, and then install the driver for modem recognition.
- 2) Go to Control Panel and select Phone and Modem file. Select on modem properties and change the speed to 9600bps. (After driver installation, the speed is automatically setup at 115200bps)
- 3) Use Hyper Terminal to send Initialize Command (ATZ) to the modem, and check the message OK appears.
- 4) Once the above process is completed, turn the power off and disconnect cable for setup completion.

Remote Modem Setup

To configure the Remote Modem, it needs the driver and modem cable included in the modem package to setup the communication speed and auto answer.

■ Communication Speed Setup

- 1) Install the modem to Window 2000 or XP, and then install the driver for modem recognition.
- 2) Go to Control Controller and select Phone and Modem file. Select on modem properties and change the speed to 9600bps. (After driver installation, the speed is automatically setup at 115200bps)
- 3) Use Hyper Terminal to send Initialize Command (ATZ) to the modem, and check the message OK appears.

- 4) Once the above process is completed, turn the power off and disconnect cable for setup completion.

■ Auto Answer Setup

- 1) Use Hyper Terminal to send Initialize Command (ATZ) to the modem, and check the message OK appears.
- 2) When OK message appears, input AT&S0=1 and check the message OK appears.
- 3) When OK message appears, input AT&W and check the message OK appears.
- 4) Once the above process is completed, turn the power off and disconnect cable for setup completion.

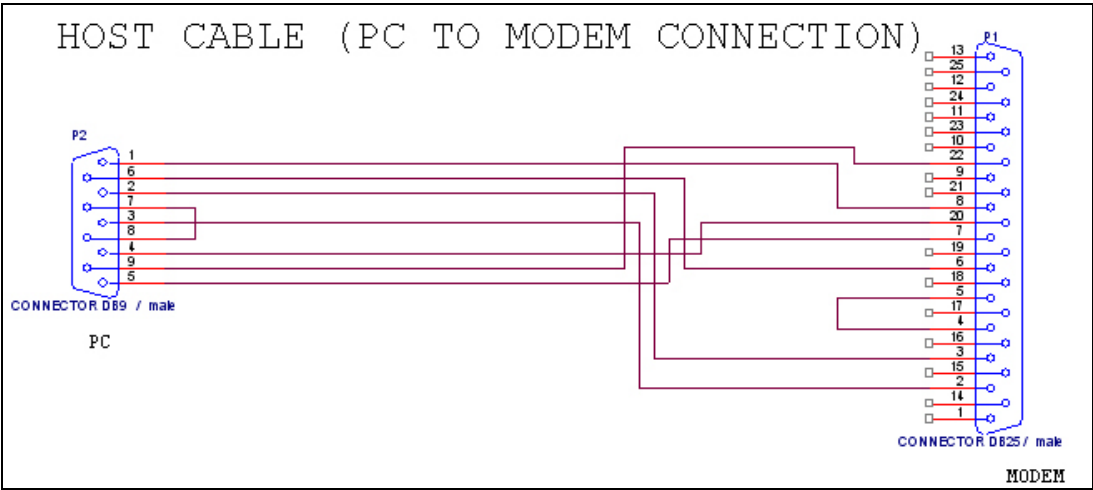
Serial Interface Pin Definitions

DB-25	DB-9	Circuit	Function	Signal Source Computer/Modem
1	-	AA	Chassis Ground	Both
2	3	BA	Transmitted Data	Computer
3	2	BB	Received Data	Modem
4	7	CA	Request to Send	Computer
5	8	CB	Clear to Send	Modem
6	6	CC	Data Set Ready	Modem
7	5	AB	Signal Ground	Both
8	1	CF	Carrier Detect	Modem
12	-	SCF	Speed Indicate	Modem
20	4	SD	Data Terminal Ready	Computer
22	9	CE	Ring Indicate	Modem

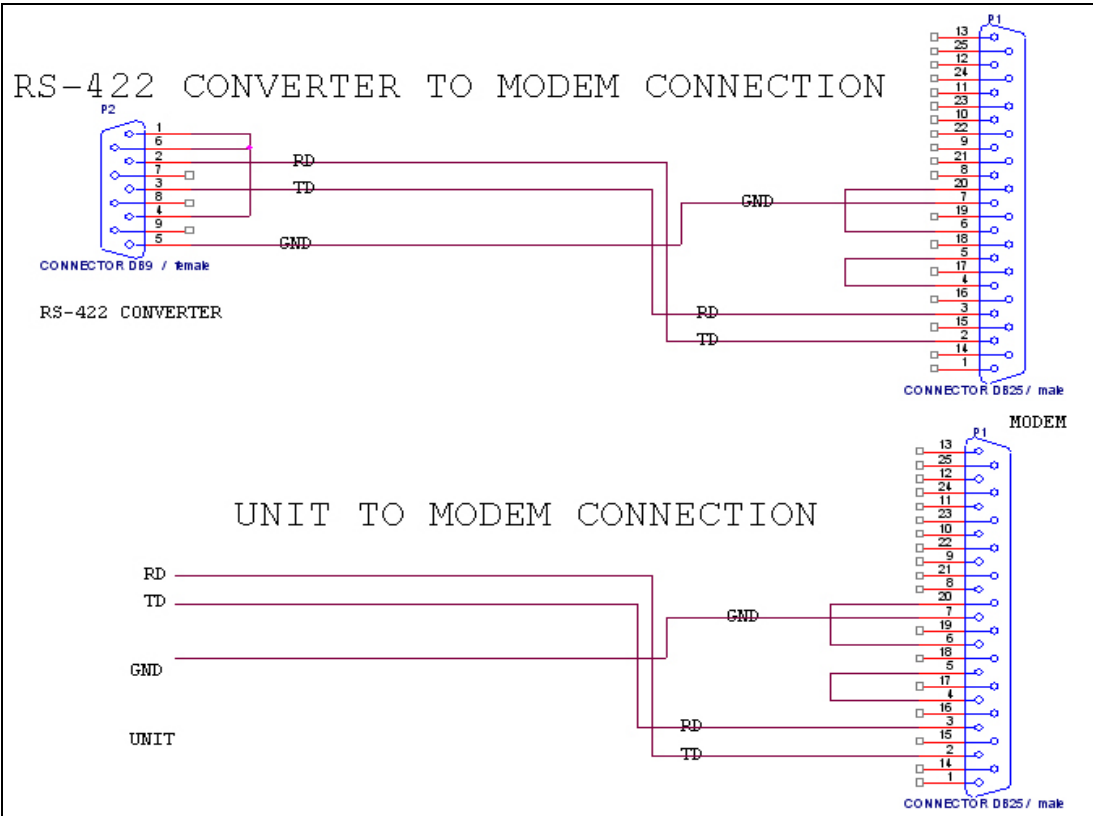
Cable

Dial-Up communication requires a separate making of a cable. Host and Remote cable making process is different to each other. Refer to the wire layout below for the procedure.

Host Cable



Remote Cable



S/W Configuration

Loop Definition

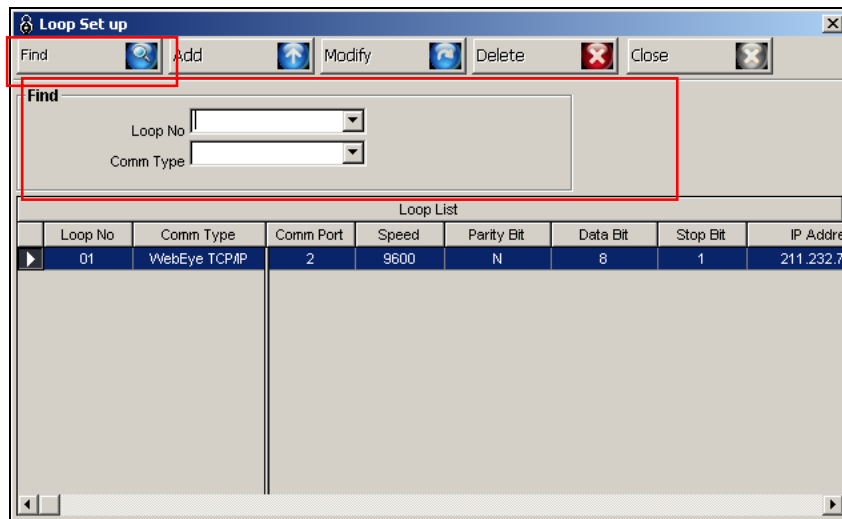
Port definition describes Serial and TCP/IP communication loop connected to the PC. It supports up to 99 Loops, but keep in mind depending on PC performance, memory, and OS, supporting 99 Loops may not be possible. It is recommended to use adequate number of Loops for usage.

- Start

Select Set Up-> Loop Definition or press Ctrl+A button on keyboard.

- Find

Find is used to get relevant information pertaining to the inquiry when information is available. It is used to edit and delete the existing data information.



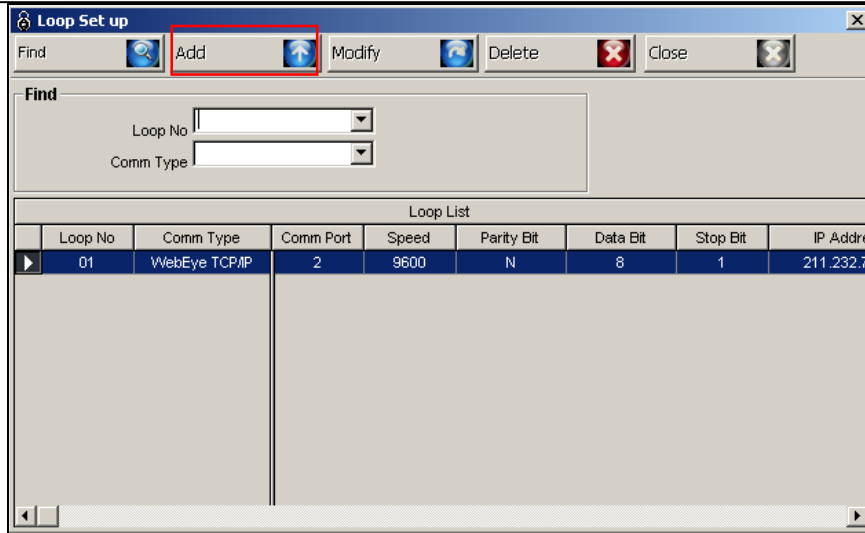
- 1) Select Loop No. and Comm. Type as appropriate.
- 2) Select Find to make an inquiry. If inquired result is available, the following screen appears.

If find has no specific parameters, it will display the entire information

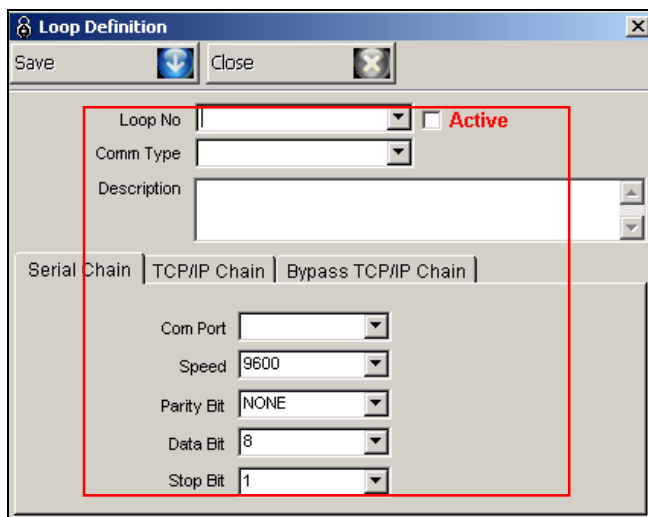
Find Add, Modify and Delete functions are all applied equally in input/output screen. Once you familiarize these functions, you can easily understand them as they are used equally in other input/output screens.

- Add

Add is used to create new data. Select Add button to add work type data through input screen.



- 1) Select Add button and the following screen appear.



- 2) Select Loop No and it will indicate Loop No not used. The Loop No. being used will not be displayed.
- 3) Select Comm. Type as Serial Chain for Serial, TCP/IP Chain for TCP/IP and Dial-UP Chain for Dial-Up as communication type.
- 4) Check mark Active for the correspond port to be able to communicate.

Decide if correspond port will be active for communication. Active check mark Loop No communicates, but without a check mark will result in no communication.

This option lets the user make the port inactive, if the port requires maintenance due to a problem in communication. User can fix the problem while other locations remain with active ports.

If the port data is modified, you must close the program and restart.

- 5) Select from Serial Chain tab, Comm. Port, Speed, Parity Bit, Data Bit, and Stop Bit. The default value is Speed 9600, Parity Bit None, Data Bit 8, and Stop Bit 1 for configuration.
- 6) Input screen changes if TCP/IP Chain is selected.

The screenshot shows the 'Loop Definition' dialog box with the 'TCP/IP Chain' tab selected. The 'Loop No' is set to 02, 'Comm Type' is TCP/IP Chain, and the 'Active' checkbox is checked. The 'Description' field is empty. Below the tabs, the 'IP Address' is 211.232.56.23, 'TCP Port No' is 5000, and 'Module Type' is External. A red box highlights the IP Address, TCP Port No, and Module Type fields.

Input the IP Address from the external converter for configuration.

Input TCP Loop No. as default value 5000. (Port No. is fixed at 5000)

Select Module Type as external version.

For detailed instructions on TCP/IP communication, refer to chapter 7 STARWATCH DUAL PRO I™ TCP/IP Communication.

- 7) Input screen changes if Bypass TCP/IP Chain is selected.

Bypass TCP/IP Chain is used when connecting with WebEye Device.

To use Surveillance monitoring, WebEye Device should be used.

WebEye Device can not only connect with camera and also can communicate

Like converter. So if you want to use WebEye Device there are couple of things to input.

WebEye Device is communicate by TCP/IP, so you should input IP Address, Port

No. And Device ID, Device Password, Com Port, Speed, Parity Bit, Data Bit, Stop bit.

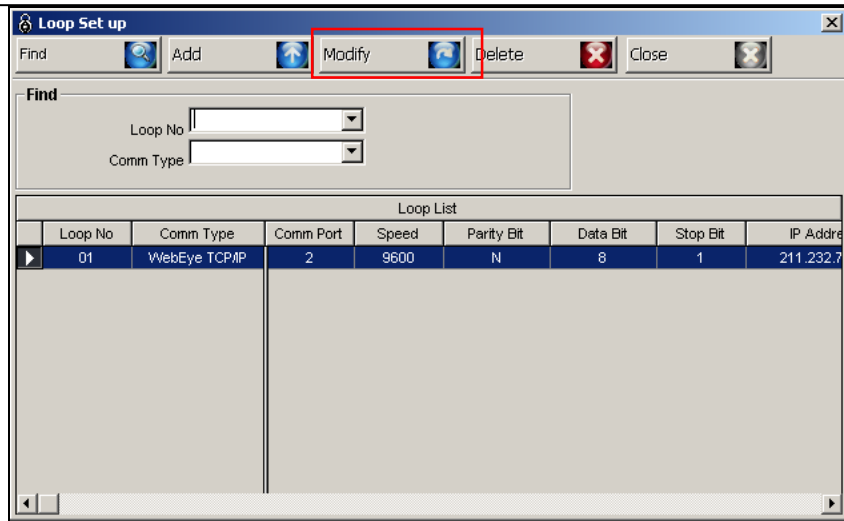
We recommend to read View Pro Installation Guide about detail information.

8) Select Save button to save data, and select Close button to finish.

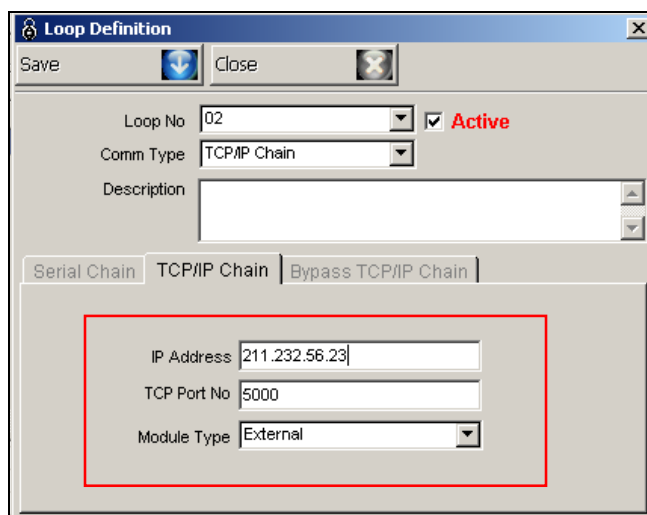
■ Modify

Modify is used to change existing data. Find data to modify or to change registered work time category.

Selected data is displayed as below figure in highlighted bar.



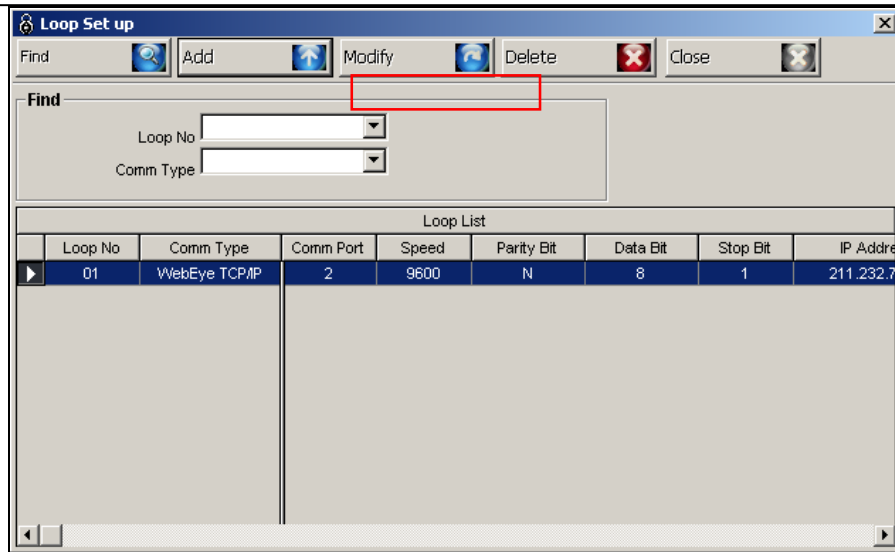
- 1) Select Modify to see the above screen. The Port List is equal to registration screen. Therefore, the Loop No. cannot be modified.



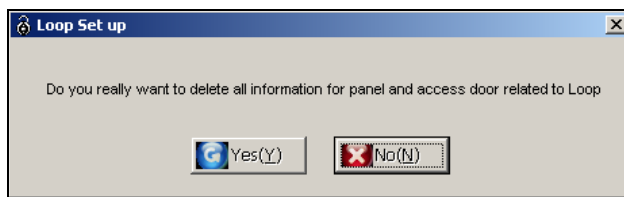
- 2) Modify the items that need changing. Once completed, select Save button to save the modify data.
 - 3) Select Close button to finish.
- Delete

Delete is used to delete existing data. Find data to delete or to delete registered category list data.

Selected data is displayed as below figure in highlighted bar.



- 1) Select Delete button. The screen below will appear. Select Yes button to delete or No button to cancel.



Deleting the registered port will erase all data of controller, access door, and reader. Please use extreme caution when using this function.

Controller Definition

Controller Definition describes ACU board's data configuration.

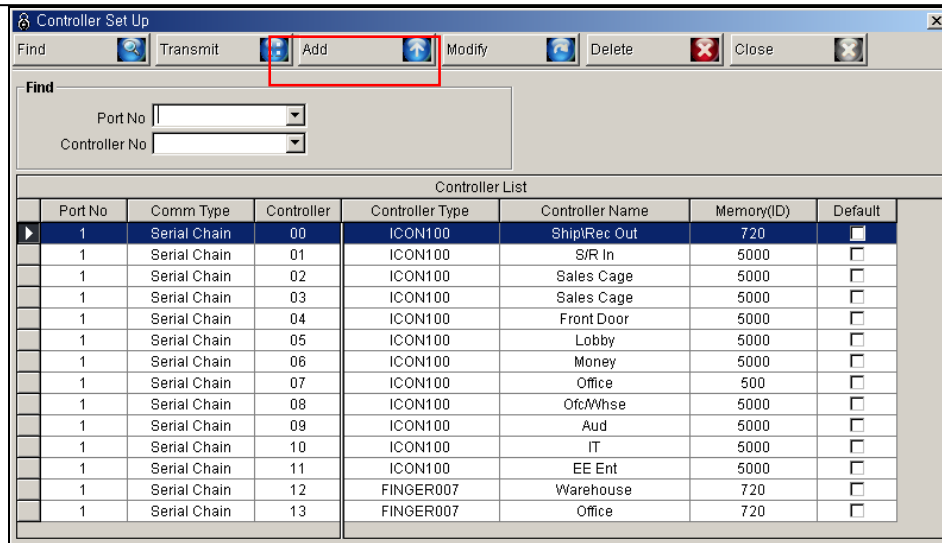
Each ACU device has its own communication address. Data is configured in S/W to each address to communicate with ACU. Each ACU can be configured with a variety of function options by sending the data for application.

■ Start

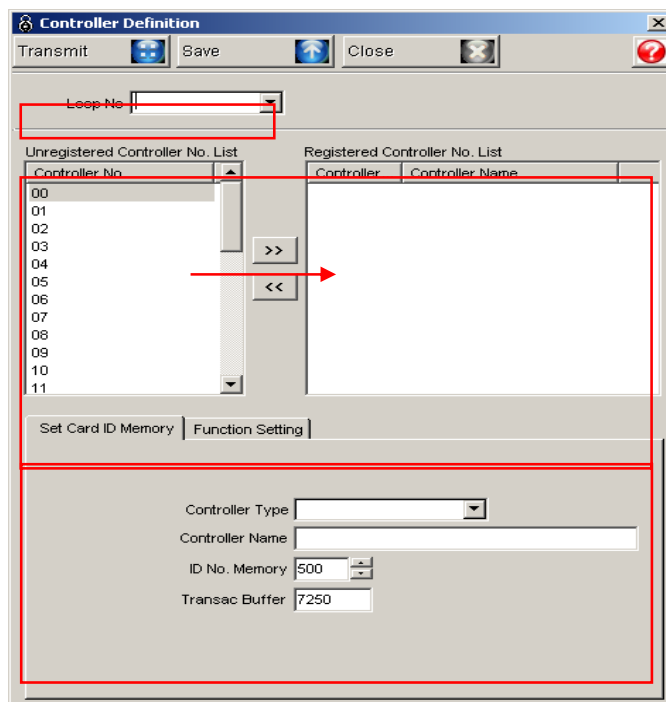
Select Set Up->Controller Definition or press shortcut key Ctrl+B.

■ Add

Add is used to create new data. If adding additional Controllers, select Add button and input data in the following screen.



- 1) Select Add button and the following screen appear.



- 2) Select Loop No. It displays only the Loop No that was registered in Loop Registration.
- 3) Unregistered Controller No. List displays items not selected from Loop No. Select the Board No to be registered choosing and selecting >> button or double click the Board No to select, and it will show up on the right hand side Registered Controller No List.

Controller registration must be done one at a time to setup.

It will register one Controller number with its basic data for configuration. Select Save button to complete the process.

Repeat the procedure to add additional Controllers.

- 4) Select Controller Type as Controller Type.
- 5) Select Door Type as 1 door.
- 6) Input Controller Name. This is a must in order to define the location, when an event occurs to a Controller.
- 7) Configure card memory. Depending on card memory setup, the event memory is automatically setup. Configure adequate amount of card and event memory.
- 8) Default Controller value is optional. It is not necessary for operation.
- 9) Select Save button to save data.
- 10) Select Close button to finish.

Dial-Up Connection

Dial-Up Connection uses standard phone line to connect to a remote device for communication. External modems are required for each site at remote and host to connect by phone line.

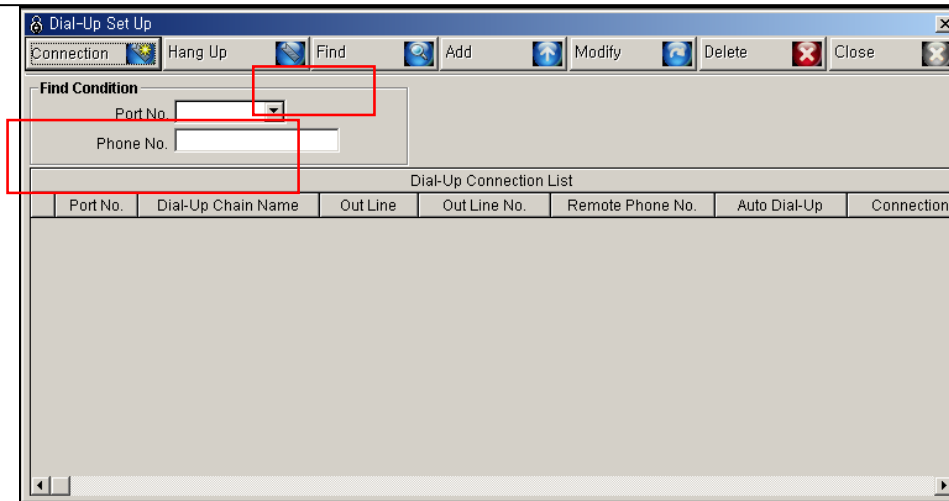
Also, Dial-Up Connection Management can be used to manage multiple location registration, and when needed initiate the location's remote device and communication.

- Start

Select Set Up->System Management->Dial-Up Connection List or press shortcut key Ctrl+G.

- Find

Find is used to get relevant information pertaining to the inquiry when information is available. It is used to edit and delete the existing data information.

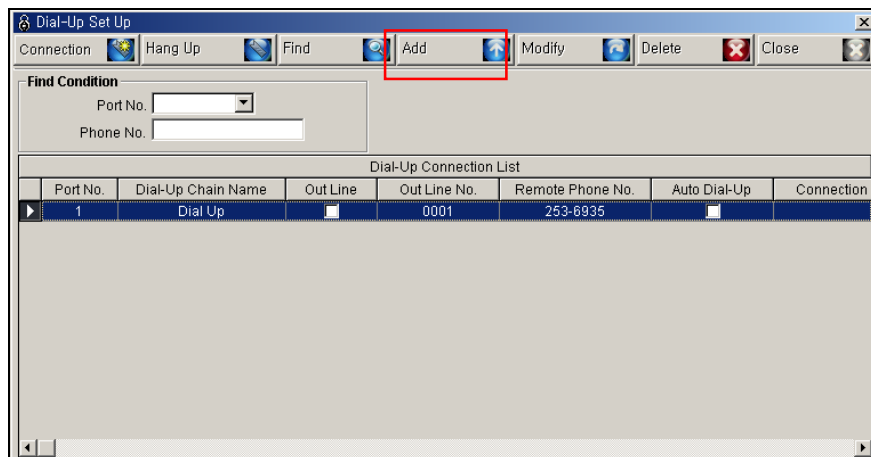


- 1) Input Find Condition
- 2) Select Find to make an inquiry. If inquired result is available, the following screen appears.

If find has no specific parameters, it will display the entire information

■ Add

Add is used to create new data. Select Add button to add Dial-Up Connection area data through input screen.



- 1) Select Add button, and the following screen appear

Dial-Up Connection Definition

Connection Hang Up Save Close

Connection Status

Port No.

Dial-Up Chain Name

Out Line ☐ Out Line No.

Remote Phone No.

Auto Dial-Up Connection ☐

Dial-Up Connection Time

Dial-Up Hang-Up Time

- 2) Select Loop No. You can only select the port that was configured for Dial-Up Connection.
- 3) Input Dial-Up Chain Name.
- 4) Check mark Out Line if setup, and input Out Line No.
- 5) Input Remote Phone No. connected to remote modem.
- 6) Check mark Auto Dial-Up Connection if setup, and configure connection and disconnection time.

When configuring Auto Dial-Up Connection, make certain that connection and disconnection time does not overlap in multiple location setups. This will cause abnormal operation.

- 7) Select Save button to save input data. Select Close button to finish.

In Dial-Up Connection, connection failure can be frequent depending on phone line and modem status. This is a special characteristic occurrence, and if 2-3 reattempts are made normal connection is established.

■ Dial

Dial can be used in Dial-Up Connection List, Add, and Modify screen, but we recommend use as possible in the Dial-Up Connection List screen.

Dial-Up Set Up

Connection Hang Up Find Add Modify Delete Close

Find Condition

Port No.

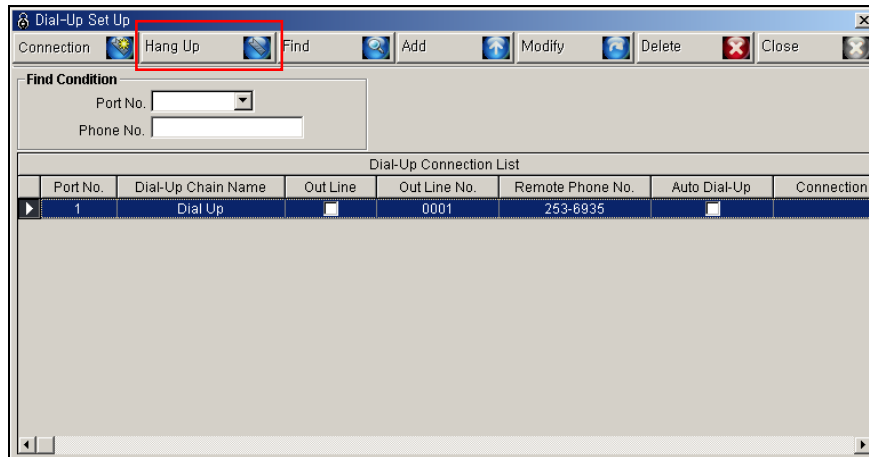
Phone No.

Dial-Up Connection List

Port No.	Dial-Up Chain Name	Out Line	Out Line No.	Remote Phone No.	Auto Dial-Up	Connection
1	Dial Up	<input checked="" type="checkbox"/>	0001	253-6935	<input checked="" type="checkbox"/>	

- 1) Use Find to locate connection or select from Dial categories to connect. Selected location is highlighted.
- 2) Select Dial for connection attempt.

■ Hang Up



- 1) Select current established connect location.
- 2) Select Hang Up to disconnect.

DUAL PRO™ Program Maintenance and Management

This chapter explains instructions for optimized program use through proper management and maintenance.

DUAL PRO™ program's Database Maintenance and Management

In using the DUAL PRO™ program, it requires some management, especially ongoing database management. As the database becomes larger, it needs thorough managing by the user. Even if the data is few, database management is a requirement.

The program running speed may become slower, as the database becomes larger, and abnormal closing of program may damage the database. The user should maintain ongoing database compression, backup, or copy the files to optimize program use.

Database Management

Database Management describes the compression, backup, and restore function of data in using the DUAL PRO™ program.

- Start

Select Database->Database Management.

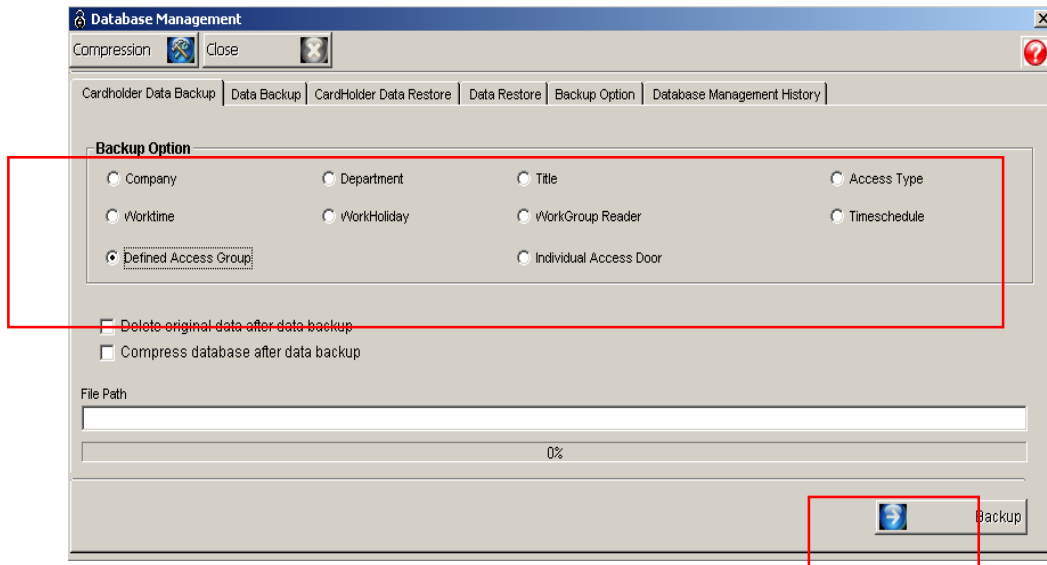
- Cardholder Data Backup

In case of losing data of Cardholder it is recommended to backup Cardholder data.

And the usage is same with Data Backup.

- Data Backup

The advantage of this function is blocking the damage to the database, and improving the program performance through Data Backup. After backup is completed, compress the database to improve the database speed.

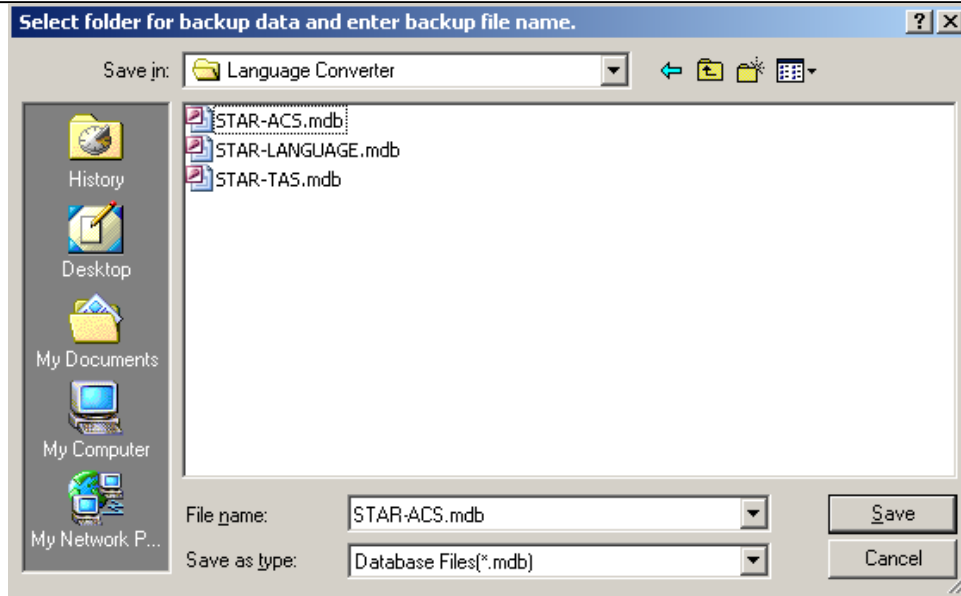


- 1) Select the Event Data, Alarm Data, or Visitor Event Data for Backup Option.

Safekeeping event data is a must, because it is used later on in reports and as original data for time attendance function. Keeping the original data lets the user restore data in the event of data abnormality in time attendance and access control results.

You can use Microsoft Access 2000 or XP to manage the access user and device data in addition to the above.

- 2) Select the From/To of Backup Period Condition to define backup files.
- 3) After database backup, check delete if deleting original data, and check compress if compressing original data.
- 4) Select Backup button.



5) Inputs file name and folder location to save in.

6) Select Save button.

■ Cardholder Data Restore

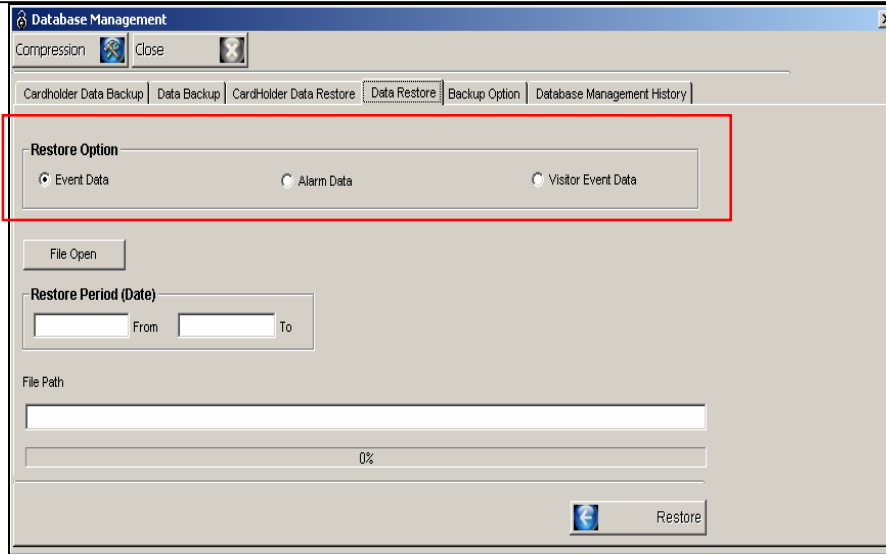
After backup of Cardholder Data is done you need to restore backup data

The usage is same with Data Restore.

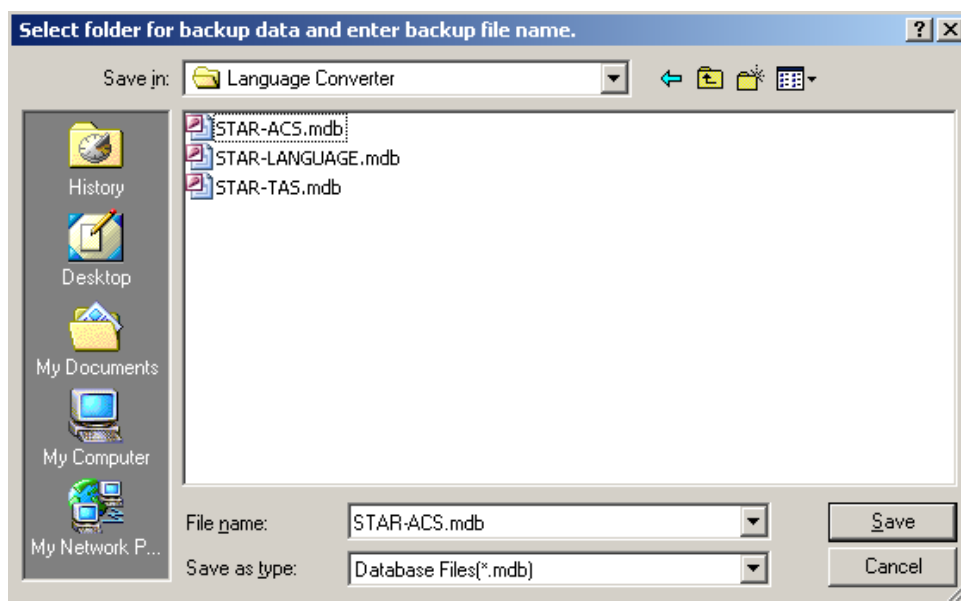
■ Data Restore

It is used to restore the backup data. If original data was deleted during backup, specific period data is not found. In this case, use restore function to restore the backup data into the existing database file.

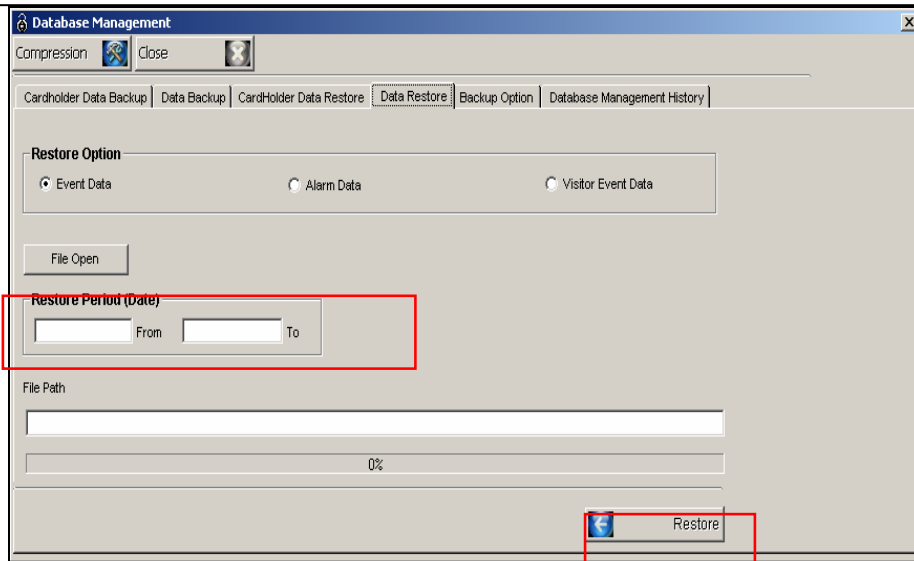
If restoring the same file twice occurs, it makes a duplication data. Do not restore a file that was already restored.



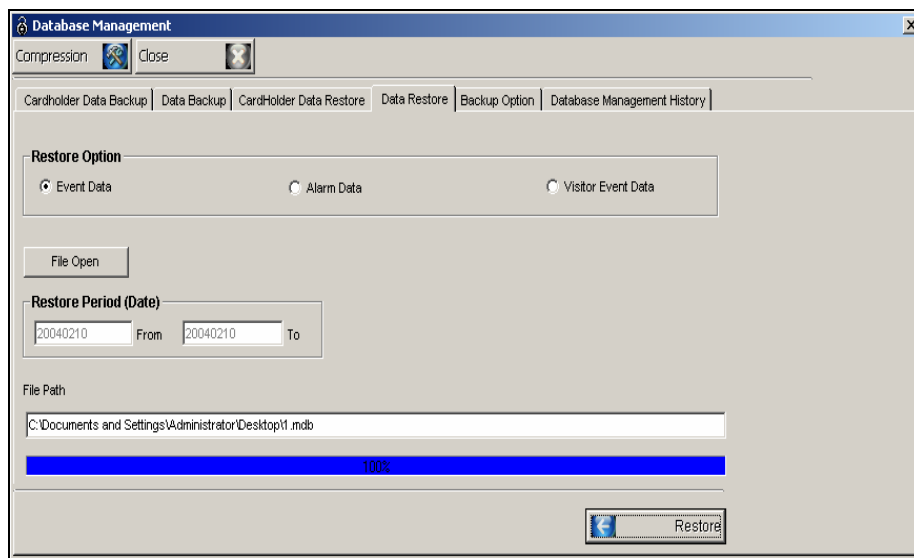
- 1) Select the data to be restored.
- 2) Select File Open button.



- 3) Locate the backup file folder and select Open button.



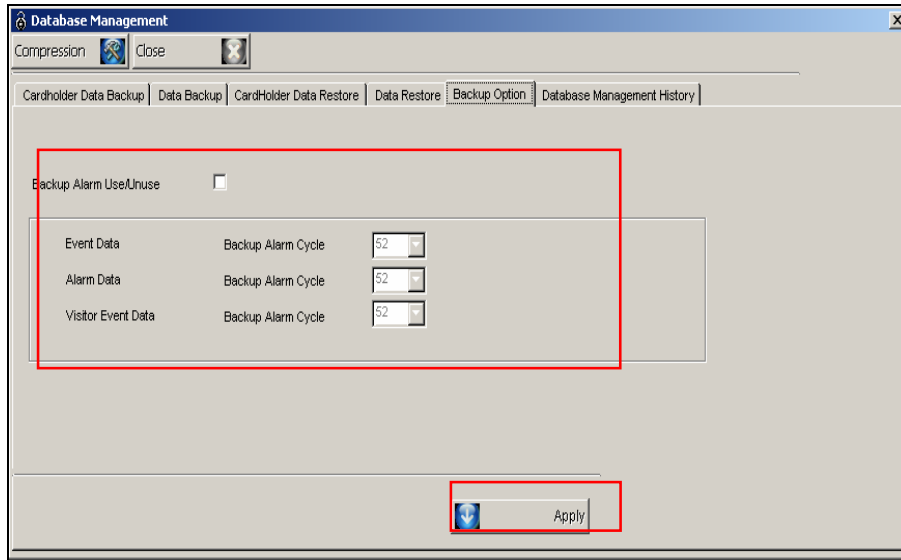
4) Select Restore button.



5) Restore status is shown on the progress bar.

■ Backup Option

Backup Option configures backup alert presence. Each event type backup alert cycle can be configured in week units. This alert cycle is based on last backup date. When the user configured week is past, backup message is displayed.



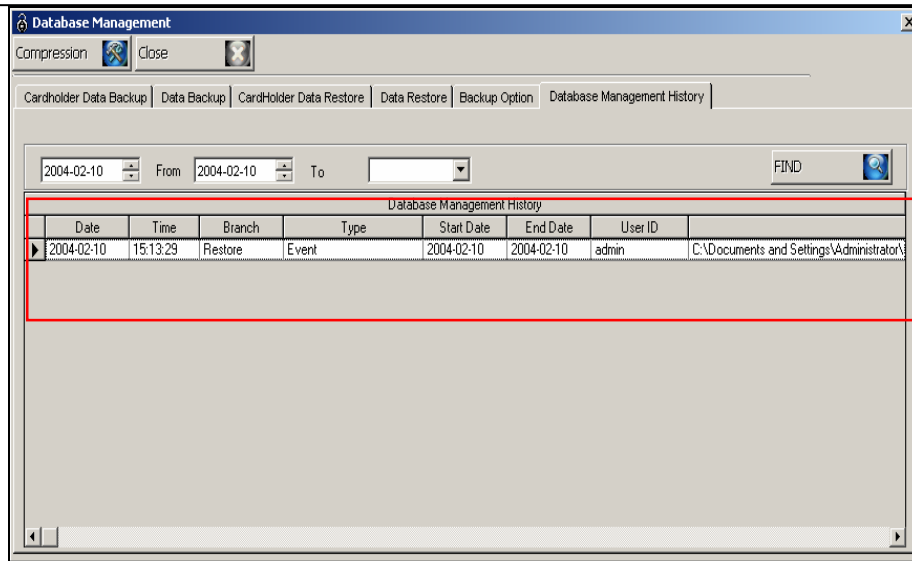
- 1) To use Backup Alarm, check Backup Alarm Use/Unuse.
- 2) Configure Event Data for Backup Alarm in week units.
- 3) Configure Alarm Data for Backup Alarm in week units.
- 4) Configure Visitor Event Data for Backup Alarm in week units.
- 5) Select Apply button to save.

When the configured reminder to backup occurs, it will display the following screen message.



■ Database Management History

This function manages history of backup and restores activities. Through this management, you will know when, who, and what did something to the database.



While using the existing DUAL PRO™ program, if reinstallation is needed, it is recommended to have a copy of the existing complete database.

Backup and Restore function is limited to the event data. Therefore, it is recommended to have copy of complete database in a separate folder, if program is installed another PC or deleting the existing system and reinstallation is performed.

Using Access Program to Manage Database

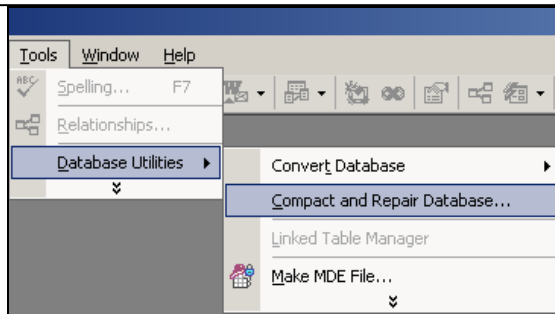
The DUAL PRO™ uses Access database contained in Microsoft Office 97. If Access program is installed in a PC with DUAL PRO™ program installed and operating, it can manage the database files directly by opening it.

■ Database Compress and Restore

This function initiates Compress and Restore of database where it may be damaged, and database with frequent add and delete history. In Restore, database file that may have been damaged due to abnormal closing of program in general can use this function, but if the damage is severe, restore may not be possible.

This function is recommended in weekly basis, if frequent add and delete is done to the database. It does not matter how many times this function is performed, so set the cycle at intervals of 1 week, 1 month, and 3 month to initiate.

- 1) Compress and Restore database file is opened using Access program.
- 2) Select Tools->Database Utilities->Compact and Repair Database to initiate compress and restore function as shown below.



When using the function of Compact and Restore, you need to make certain the DUAL PRO™ program is not running.

If compacting database files in a server, or shared folder containing multiple user files, you need to make certain if anyone is opening the file that was selected for compact. To compact Access database, sole authority is needed to open/initiate correspond database.

STARWATCH DUAL PRO I

Multi Language Setup

DUAL PRO I™ Program Multi Language Setup

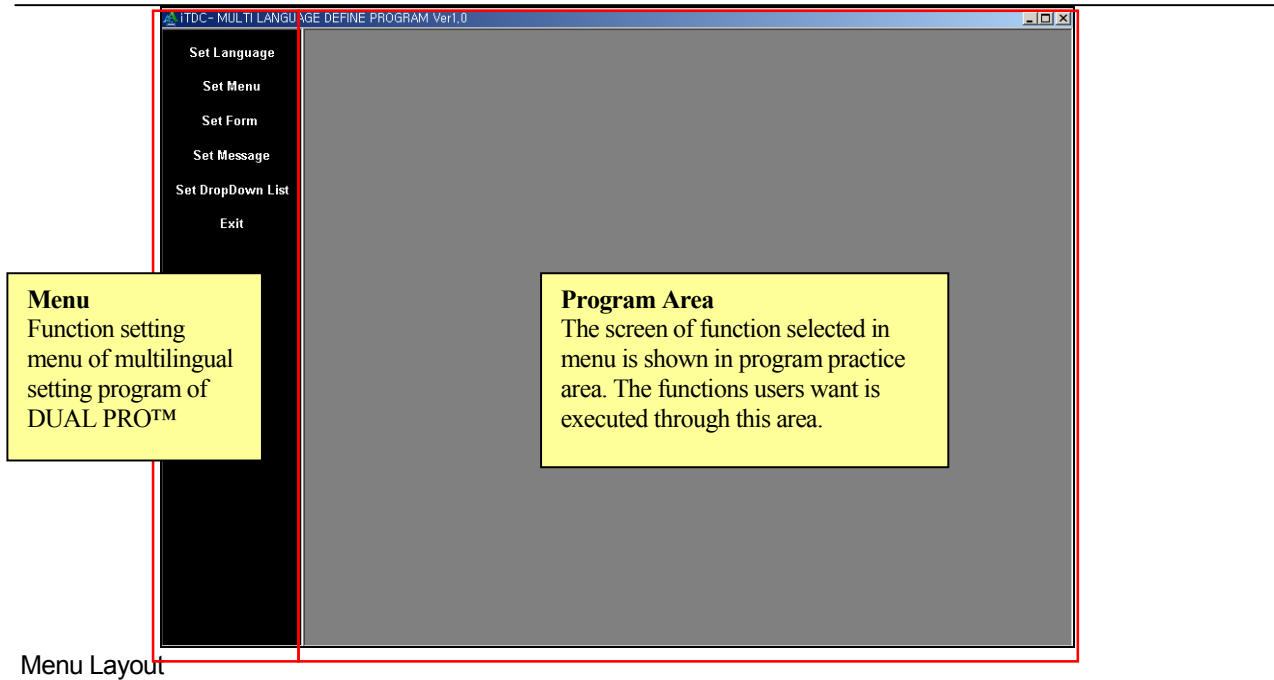
This chapter explains DUAL PRO I™ Program Multi Language Setup instruction.

Using Multi Language Setup Program

The DUAL PRO™ Multi Language Setup Program is used to configure DUAL PRO™ Program multi language support. It is for the user to configure the language preference, form, menu, drop down list, and message functions to input and modify data.

Screen Layout

Initiating the DUAL PRO™ Multi Language Setup Program will display the following screen. Main window consist of left hand side menu and right hand side function types.



Multi Language Setup Program menu and its function types are the following.

- ✓ Set Language
Configure language preference by character style.
- ✓ Set Menu
Configure language preference for the top part menu display.
- ✓ Set Form
Configure language preference for characters in input/output on screen display.
- ✓ Set Message
Configure language preference for characters in message display.
- ✓ Set DropDown List
Configure language preference for characters in all Drop Down Combo display.
- ✓ Set Etc
Configure language preference for the remaining categories.
- ✓ Exit
Save configuration.

Set Language

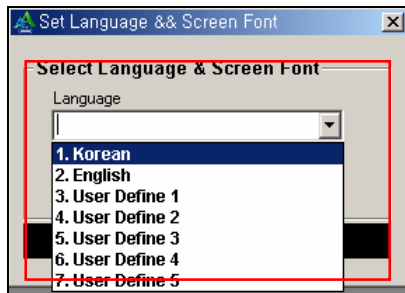
Language configuration is the setup of fonts for each language type.

- Start

Select Set Language from left hand side menu.

- Setup

1) Select language used in language category.



2) Select Screen Font



3) Select Save button to save data.

Set Menu

Setup language preference for top part of menu.

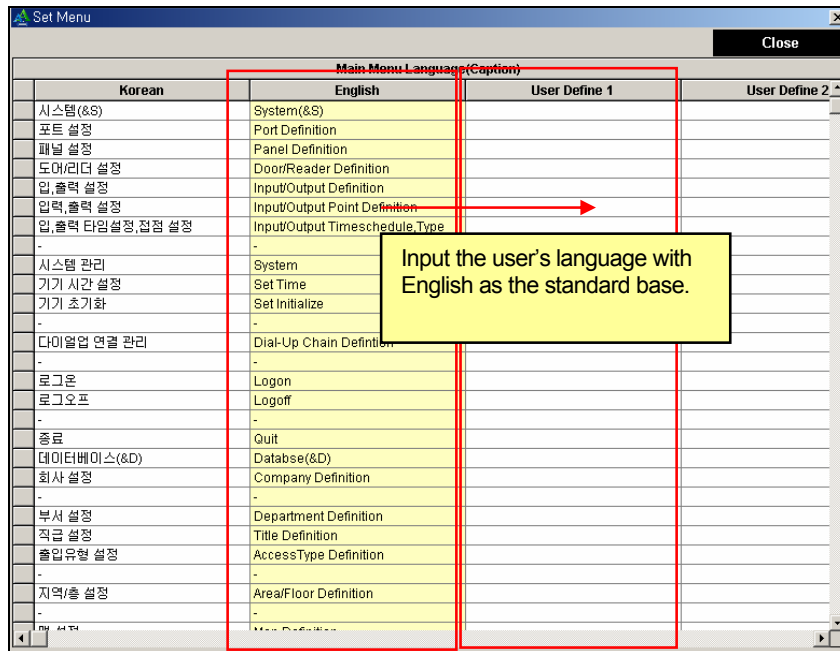
- Start

Select Set Menu from left hand side menu.

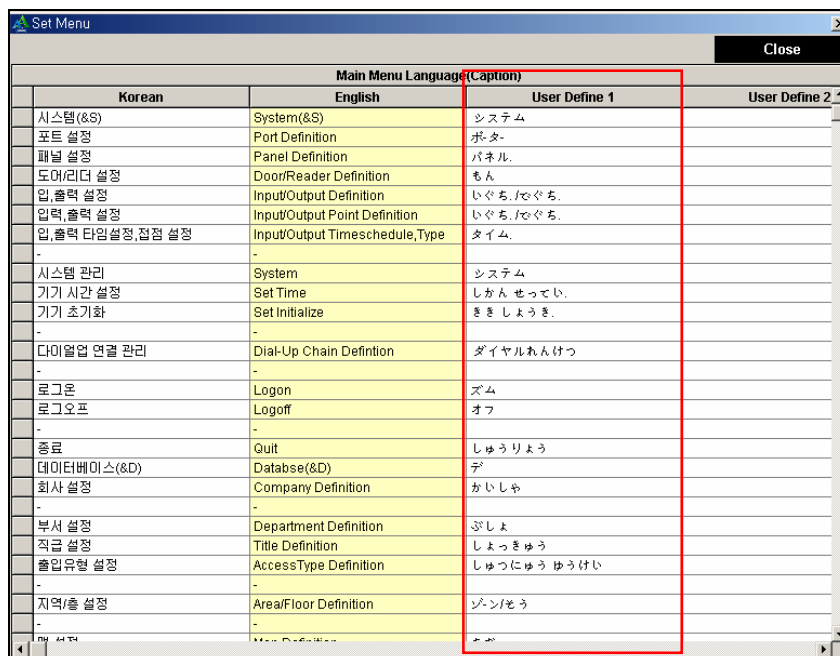
- Setup

Multi Language input screen display the following, and the Korean and English languages are shown. Input the user's language with English as the standard base.

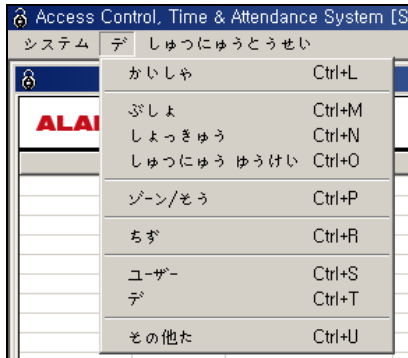
For example, if using User Define 1 language, input the language preference by looking at the English Row.



The above input will display the following screen. If all inputs are completed, select Close button to finish. Inputs are saved automatically without a separate save function. All user needs to do is input data.



As shown above, input the menu caption then select User Language 1 in DUAL PRO™ program, and it will display the following screen below.



Set Form

Setup of characters displayed in all input/output screen display.

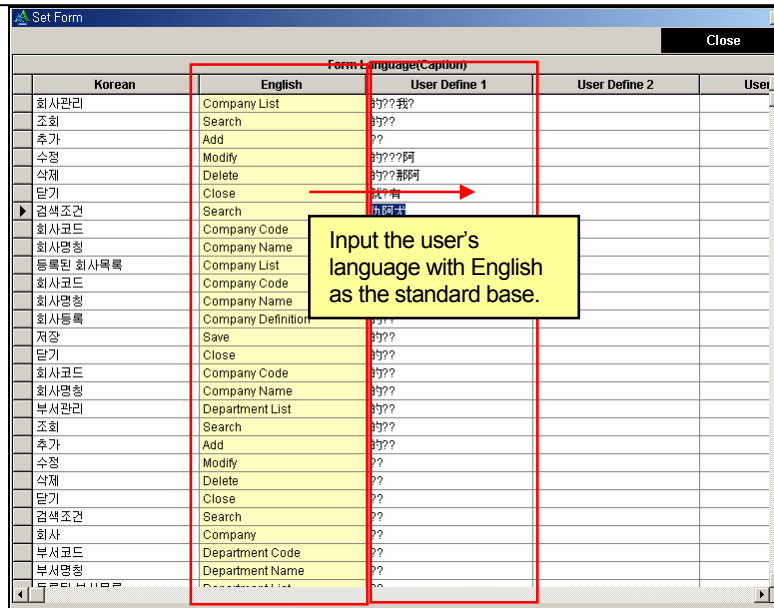
- Start

Select Set Form from left hand side menu.

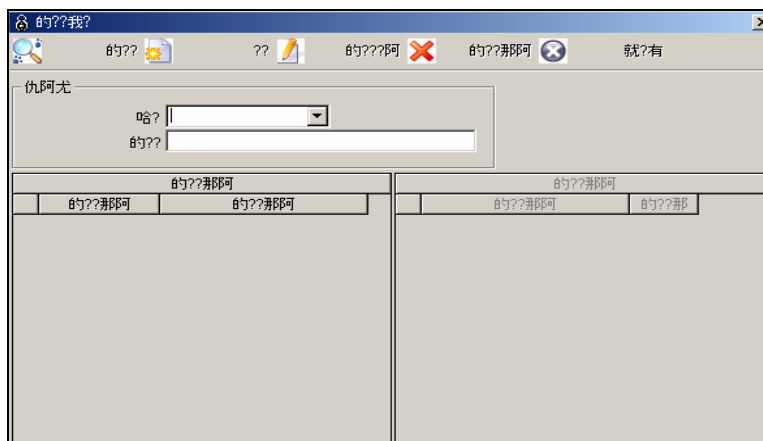
- Setup

Multi Language input screen display the following, and the Korean and English language can be seen. Input the user's language with English as the standard base.

For example, if using User Define 1 language, input the language preference by looking at the English Row.



As shown above, input the form caption then select User Language 1 in DUAL PRO™ program and it will display the following screen below.



Set Message

Setup of language message display in DUAL PRO™ program.

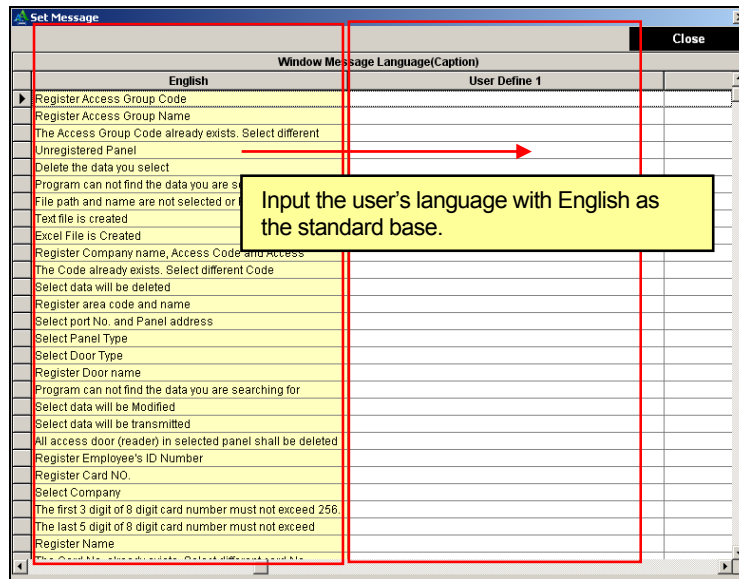
■ Start

Select Set Message from left hand side menu.

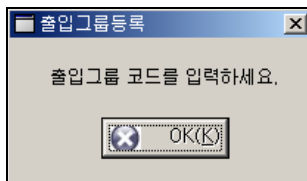
■ Setup

Multi Language input screen display the following, and the Korean and English language can be seen. Input the user's language with English as the standard base.

For example, if using User Define 1 language, input the language preference by looking at the English Row.



Message box display of Language: 1.Korean setup.



Message box display of Language: User Language1 setup.



Set DropDownList

Configure language preference for input/output in all Drop Down Combo display.

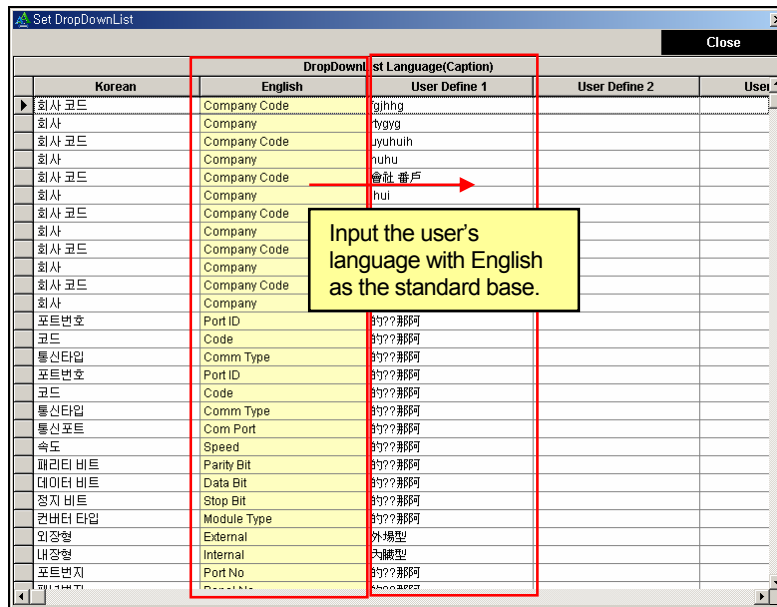
■ Start

Select Set DropDownList from left hand side menu.

■ Setup

Multi Language input screen display the following, and the Korean and English language can be seen. Input the user's language with English as the standard base.

For example, if using User Define 1 language, input the language preference by looking at the English Row.



DropDownList display of Language: 1.Korean setup.

코드	통신타입
1	Serial Chain
2	TCP/IP Chain
3	Dial-Up Chain

DropDownList display of Language: User Language1 setup.

的??那阿	的??那阿
1	Serial Chain
2	TCP/IP Chain
3	Dial-Up Chain

Set Etc

Setup of language for default value input items.

■ Start

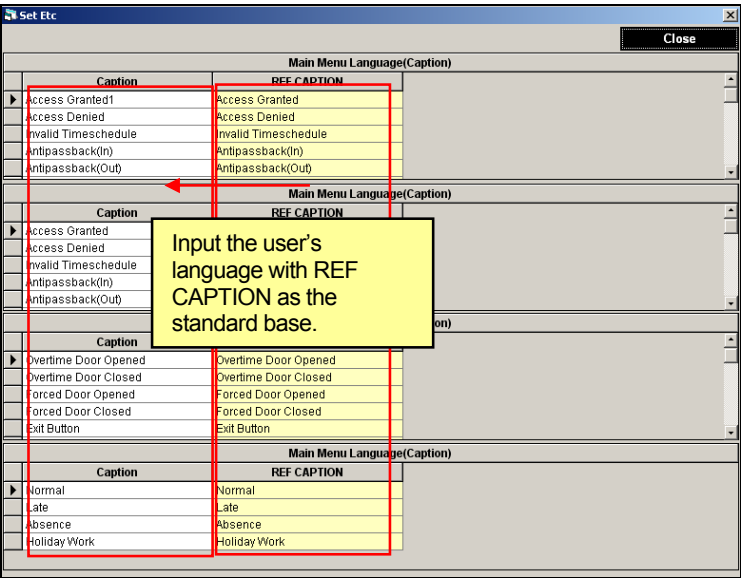
Select Set Etc from left hand side menu.

■ Setup

Initiating the Multi Language input screen will display the following. Input language preference in CAPTION column using REF CAPTION as base. A separate column for Etc is not available. These values cannot be setup due to fixed value setup in database.

However, using REF CAPTION as base to modify the CAPTION column value, the fixed value of data language can be modified.

REF CAPTION cannot be modified. This value is for reference to language modification. The actual character displayed in program is the CAPTION column value.



The modified details in DUAL PRO™ Multi Language Setup Program is applied immediately without rebooting the DUAL PRO™ program.

However, the current running screen needs to be closed and reopened to display the modified language.

STARWATCH DUAL PRO I

Additional Function

Functions added to STARWATCH DUAL PRO I

: *Applied only to STARWATCH DUAL PRO I v2.00.00 or over.*

Added functions

System management

- **Fire Group**
 - Set controller's input point on fire signal.
According to fire signal, **Fire Group** function sets up emergency (fire) exit.
When fire signal occurs, set access door will be open.

Card holder management

- **Personal Tracking**
 - **Personal Tracking** function monitors being permanently stationed passer at Access Control System.
- **Guard Tour**
 - **Guard Tour** function register/manage patrolman card, patrol area and patrol time.
And it manages to result according to patrol.

A. Detailed description of added functions.

System Management

- Fire Group

○ Fire Group

Set controller's input point on fire signal.

According to fire signal, **Fire Group** function sets up emergency (fire) exit.

When fire signal occurs, set emergency (fire) exit will be open.

In case of no set Fire Group, occurred fire signal will make open connected all access doors in system.

- Fire Signal Definition

Should set connected fire signal on controller's input point to set **Fire Group**.

■ Start

Set Up -> Input/Output Definition -> Set fire signal on connected input point with fire signal selecting controller's input point Definition.

■ Set up Input Point Definition

Input/ Output Definition set up mutual operational relation to occur signal for specific output when input signal occurs. And Input/Output sets seconds if output signal operates for some time. In addition, when input signal occurs, type of input signal and text of indicated customized definition can set.

According to setting door type of input/output controller, relational information about input/output signal conception by standard controller default value was created and saved automatically on database.

On this account, user cannot need addition and deletion. In case of changing only some information about mutual occurrence relation, operation time, input point of input/output signal, user can modify and transfer.

■ Find

In case of existing set information already, Find is used when you search data in accordance with condition using Find condition. Therefore Find is used when you modify existing data.

Loop ID	Controller	Input Point No.	Input Point Name	Input Point Type	Output 1(sec)	Output 2(sec)	Output 3(sec)	Output 4(sec)
01	00	01	Exit Button	Exit Button	03	00	00	
01	00	02	No.1 Fire	Fire	00	03	03	
01	00	03	No.2 Fire	Fire	00	00	00	
01	00	04	Input #4	Input #4	00	00	00	
01	00	05	Tamper	Tamper	00	99	99	

4) You select condition in accordance with Port No. and Controller No.

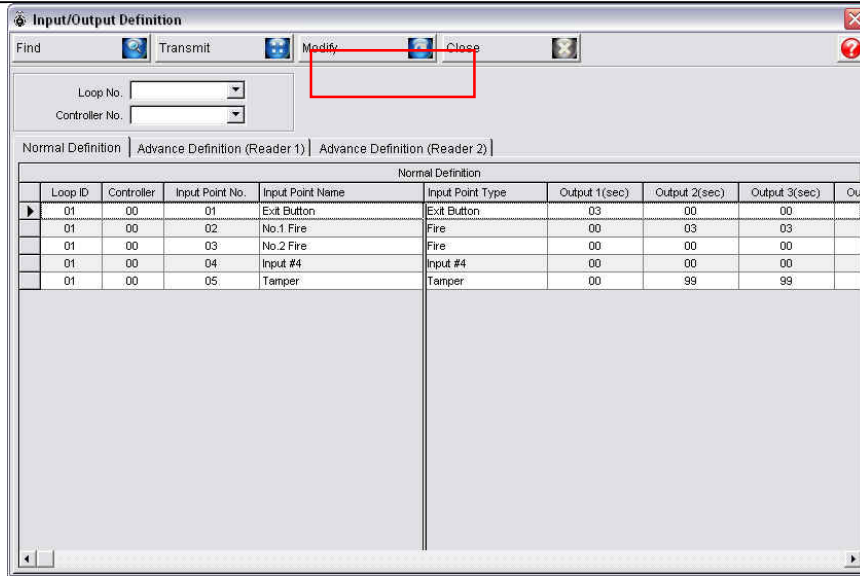
5) You search clicking Find button. In case of existing found result, detail is indicated.

■ Modify

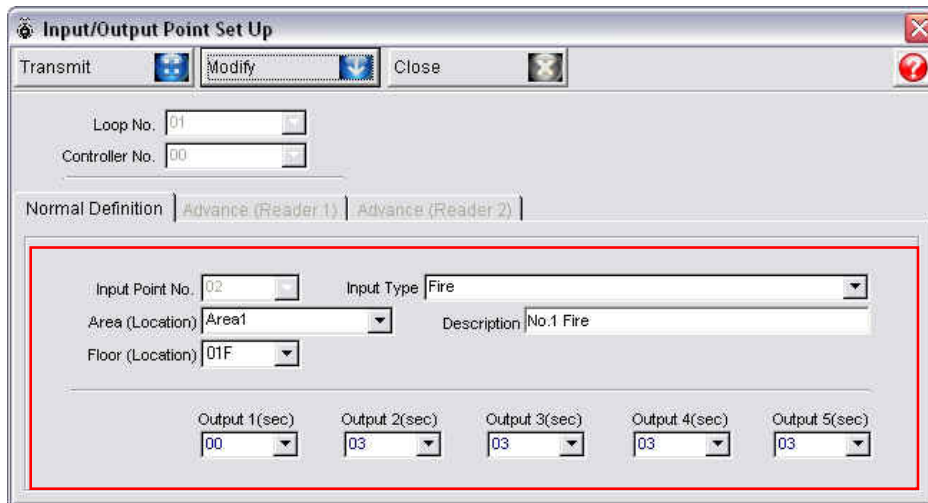
To set by fire signal, you modify Input point which fire signal was inputted.

And you select controller's input point to modify.

Selected data is indicated on selection.



9) You click Modify button.



- 10) You select Area(Location), Floor(Location) information. If you select location which input signal occurs, you can confirm which event occurred any location at event occurrence.
- 11) Set input point's type on **'Fire'**.
STARWATCH V2.00.00 recognizes selected input point to fire signal.
- 12) Input point name indicates showed text on event occurrence window when fire signal occurs.
- 13) From 1 to 15 output decides whether output separately operates or doesn't operate when corresponding input signal (fire signal) occurs.

Inputted value on output set time (seconds) that output operates.

- 14) In case of inputting 00s, corresponding output signal doesn't occur. When you input (select) from 01s to 99s range value, relative output as set second as operates. Access door can be open through controller by itself as well as STARWATCH
- 15) Save clicking a Save button.
- 16) Transmit to controller clicking Transmit button.
- 17) Finish clicking Close button.

- Fire Group Definition

When fire point occurs, Fire Group Definition appoints access door that will be open.

■ Start

Set Up -> Select **Fire Group Definition**.

■ Find

In case of having set information already, Find is used when you search data in accordance with condition inputting find condition. When you modify existing data, Find is used.

■ Add

Add is used when you generate new data. When you supplement Fire Group, you input data clicking 'Add' button on data input screen.

Fire Group List

Find **Add** **Modify** **Delete** **Close**

Find Condition

Fire Group Code:

Fire Group Name:

Fire Group Code	Fire Group Name	Port No.	Controller No.	Input Point No.	Input Point Name
0100005	FIRE GROUP - 01	01	000	05	FIRE - 001
0100007	FIRE GROUP - 02	01	000	07	Input 7

Fire Group Code	Area	Floor	Door	Port No.	Controller No.	Door No.	Output Point
0100007	Area 1	01F	ED1	01	000	5	08
0100007	Area 1	01F	ED2	01	000	5	09
0100007	Area 1	01F	ED3	01	000	5	10
0100007	Area 1	01F	ED4	01	000	5	11

12) Click 'Add' button. Then registration screen about Fire Group is showed.

Fire Group Definition

Save **Close**

Fire Point (Code):

Fire Point Name (Name):

Area	Floor	Input Point Name	Port No.	Controller No.	Input Point No.
Area 1	01F	FIRE - 001	01	000	05

Area	Floor	Access Door
Area 1	01F	Door 1
Area 1	01F	Door 2
Area 1	01F	Door 3
Area 1	01F	Door 4
Area 1	01F	ED1
Area 1	01F	ED2
Area 1	01F	ED3
Area 1	01F	ED4



Area	Floor	Access Door
------	-------	-------------

>> <<

13) Select fire point to register wished Fire Group. If fire point has set, fire point code is automatically allocated.

14) If set fire point doesn't exist, you can't set **Fire Group**. Fire point code is order of port number, controller number and input point number.

Fire Group Definition

Save  Close 

Fire Point (Code)

Fire Point Name (Name)

Available Access Door List		
Area	Floor	Access Door
Area 1	01F	Door 1
Area 1	01F	Door 2
Area 1	01F	Door 3
Area 1	01F	ED1
Area 1	01F	ED2
Area 1	01F	Door 4
Area 1	01F	ED3
Area 1	01F	ED4



>> <<

Selected Access Door List		
Area	Floor	Access Door

15) When you input fire point signal, you select access door wished to open.

Add to Fire Group clicking '>>' button or cancel clicking '<<' button.

Fire Group Definition

Save  Close 

Fire Point (Code)

Fire Point Name (Name)

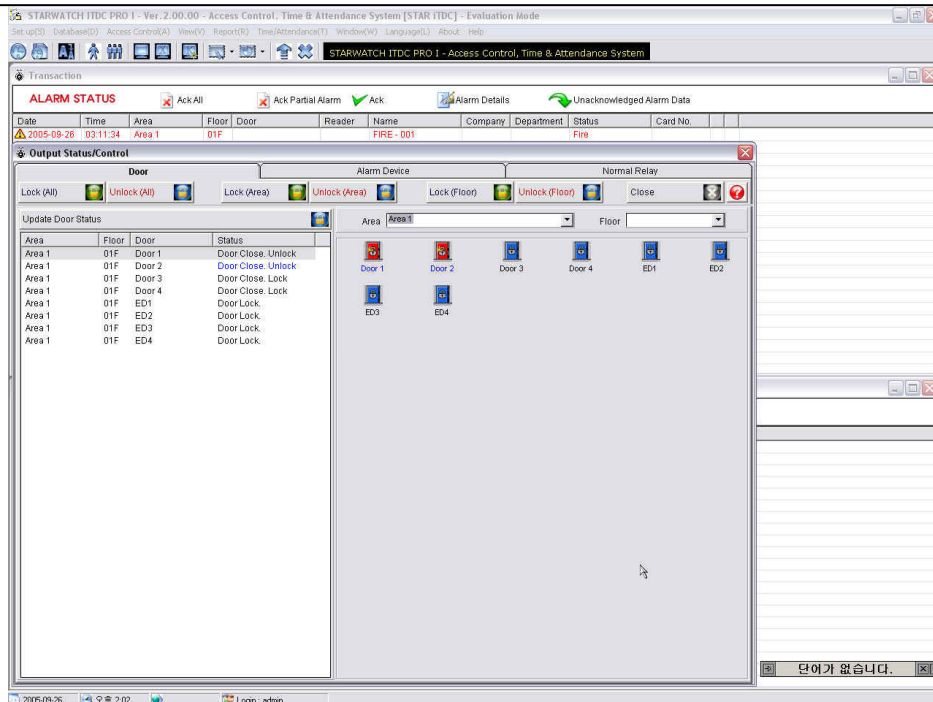
Available Access Door List		
Area	Floor	Access Door
Area 1	01F	Door 3
Area 1	01F	ED1
Area 1	01F	ED2
Area 1	01F	Door 4
Area 1	01F	ED3
Area 1	01F	ED4

>> <<

Selected Access Door List		
Area	Floor	Access Door
Area 1	01F	Door 1
Area 1	01F	Door 2

16) Save selected access door clicking 'Save' button.

17) When signal occurs on fire point, set Fire Group access door will be open on fire point.



Cardholder management

- Personal Tracking

- Guard Tour

○ Personal Tracking

Personal Tracking monitors that access person has been stationed permanently.

■ Start

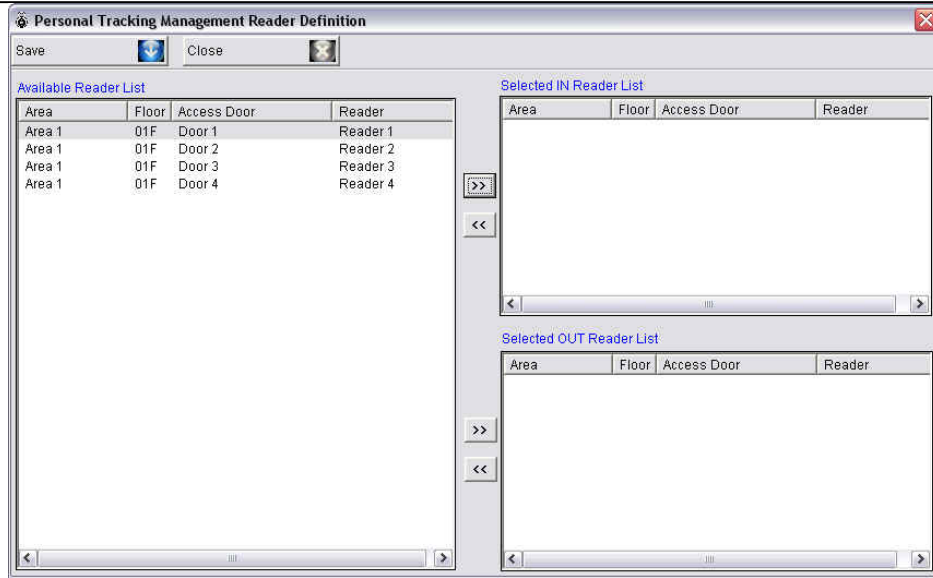
Set Up -> Personal Tracking Reader Definition

■ Personal Tracking Reader Definition

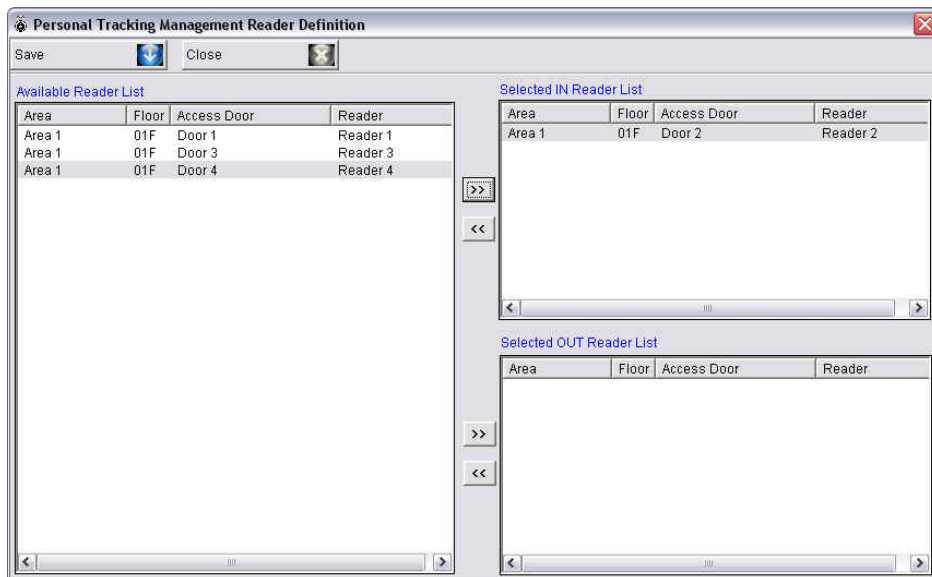
Set IN and OUT Reader List in appointed space for check-in management.

Can understand that check-in condition about read and entered access person through set reader by space's IN Reader. Check-out is processed about read and went out access person through set reader to space's OUT Reader.

- 1) Execute on the reader's registration about check-in management.



- 2) In Available Reader List, select IN Reader of space that has been wished to check-in management.
- 3) Select IN Reader List clicking '>>' button.



- 4) In Available Reader List, select Out Reader of space that has been wished check-in management.

Area	Floor	Access Door	Reader
Area 1	01F	Door 1	Reader 1
Area 1	01F	Door 3	Reader 3

Area	Floor	Access Door	Reader
Area 1	01F	Door 2	Reader 2

Area	Floor	Access Door	Reader
Area 1	01F	Door 4	Reader 4

■ Personal Tracking Report

Finds/ Prints personal tracking report during check-in.

Do leaving process about incorrect data too.

1) Report -> Personal Tracking Report

Find Condition

☒ All
☐ Card Holders
☐ Visitors

Area: [Dropdown]
 Floor: [Dropdown]
 Door: [Dropdown]

Company: [Dropdown]
 Department: [Dropdown]
 Name: [Text Field]
 Card No.: [Text Field]

Find, Print, Close

Area	Floor	Door	Company	Department	Name	Date	Time
0%							

Delete

2) Click 'Find' button after you select Find Condition.

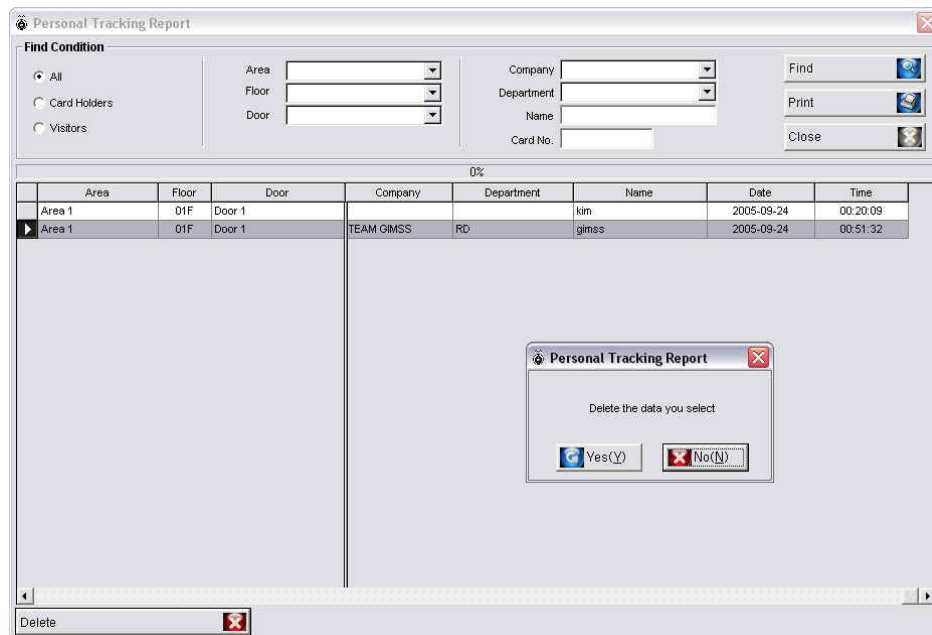
And then it shows personal tracking report, final area and time during check-in.

Area	Floor	Door	Company	Department	Name	Date	Time
Area 1	01F	Door 1	TEAM GIMSS	RD	gimss	2005-09-24	00:51:32
Area 1	01F	Door 1			kim	2005-09-24	00:20:09

- 3) If you want to print about Personal Tracking Report, you must click 'Print' button.

Card No.	Company	Department	Name	Date	Time
01756394			kim	2005-09-24	00:20:09
25500070	TEAM GIMSS	RD	gimss	2005-09-24	00:51:32
Total					2
Sum					2

- 4) If incorrect results come out real check-in condition differently, you can manage forcibly leaving process. You do leaving process selecting incorrect data and clicking 'Yes' button about inquiry that "Delete the data you select?"



- **Guard Tour**

Register/Manage card, area and time of Guard Tour.

Manage result according to Guard Tour.

- Start

Access Control -> Guard Tour

- Guard Tour Definition

Set employee, course and time etc. for guard tour.

1) Access Control -> Guard Tour -> Guard Tour Definition

Guard Tour List

Find Add Modify Delete Close

Find Condition

Guard Tour Code

Guard Tour Name

Guard List | Guard Tour List

Card No.	Name	Company	Department	Title	Access Type	Remark
01756394	kim					
25500070	gimss	TEAM GIMSS	RD		Researcher	

- 2) Select Guard List tab on Guard Tour List. Click 'Add' button to register employee for guard tour.
- 3) Select employee for guard tour among registered access persons. Add employee for guard tour clicking 'Add' button in Guard Tour List.

Guard Tour Definition

Save Close

Search Condition

Company Employee No. Sort By Find

Department Name Sort Order

Access Type Card No.

Guard Definition | Guard Tour Definition

Employee No.	Name	Card No.	Company	Department	Title	Access Type	Gender
000	000	12345678					
00000	gimss	25500070	TEAM GIMSS	RD		Researcher	
00001	kim	01756394					

Add Remove

Card No.	Name	Company	Department	Title	Access Type	Remark
01756394	kim					
25500070	gimss	TEAM GIMSS	RD		Researcher	

- 4) Close to register employee for Guard Definition clicking 'Save' button.
- 5) Select Guard Tour List tab on Guard Tour List window. Click 'Add' button to register course and time for guard tour.

Guard Tour List

Find Add Modify Delete Close

Find Condition

Guard Tour Code:

Guard Tour Name:

Guard List **Guard Tour List**

Guard Tour Code	Guard Tour Name	Sequenced Guard Tour
001	1st Guard Tour	<input checked="" type="checkbox"/>

Selected Check Points

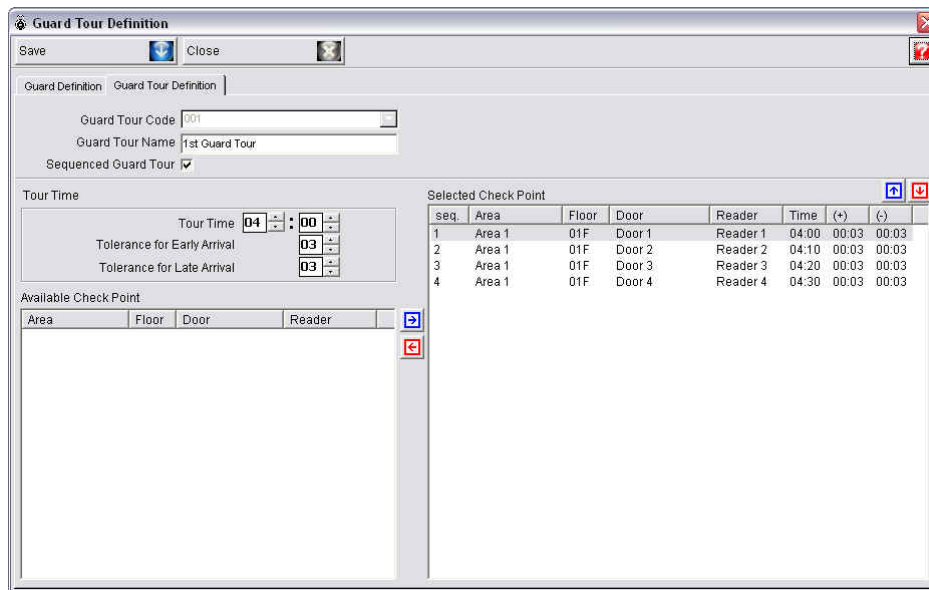
Order	Area	Floor	Check Door	Check Reader	Check Point	Check Time (hh:mm)	(+) (hh:mm)	(-) (hh:mm)
1	Area 1	01F	Door 1	Reader 1		04:00	00:03	00:03
2	Area 1	01F	Door 2	Reader 2		04:10	00:03	00:03
3	Area 1	01F	Door 3	Reader 3		04:20	00:03	00:03
4	Area 1	01F	Door 4	Reader 4		04:30	00:03	00:03

- 6) Select Guard Tour List tab on Guard Tour List window.
- 7) Input Guard Tour Code and Guard Tour Name.
- 8) If order is appointed, option that 'Sequenced Guard Tour' will be selected. If you check option that 'Sequenced Guard Tour', you can appoint 'Check Time'. And employee for guard tour should progress patrol fitting Check Time.
- 8-1) In case of 'Sequenced Guard Tour', Set 'Tour Time'. Set 'Tolerance for Early Arrival' and 'Tolerance for Late Arrival'.

For standard 'Tolerance for Early Arrival', Guard Tour Employee patrols more early than 'Tolerance for Early Arrival'.

For standard 'Tolerance for Late Arrival', Guard Tour Employee patrols more late than 'Tolerance for Late Arrival'.

- 9) After selecting 'Selected Check Point', register Area for Guard Tour clicking '->' button.



The 'Guard Tour Definition' window is used to configure a guard tour. It includes fields for 'Guard Tour Code' (001), 'Guard Tour Name' (1st Guard Tour), and a checked 'Sequenced Guard Tour' option. The 'Tour Time' section shows 'Tour Time' as 04:00, 'Tolerance for Early Arrival' as 03, and 'Tolerance for Late Arrival' as 03. The 'Available Check Point' table is empty. The 'Selected Check Point' table lists four points:

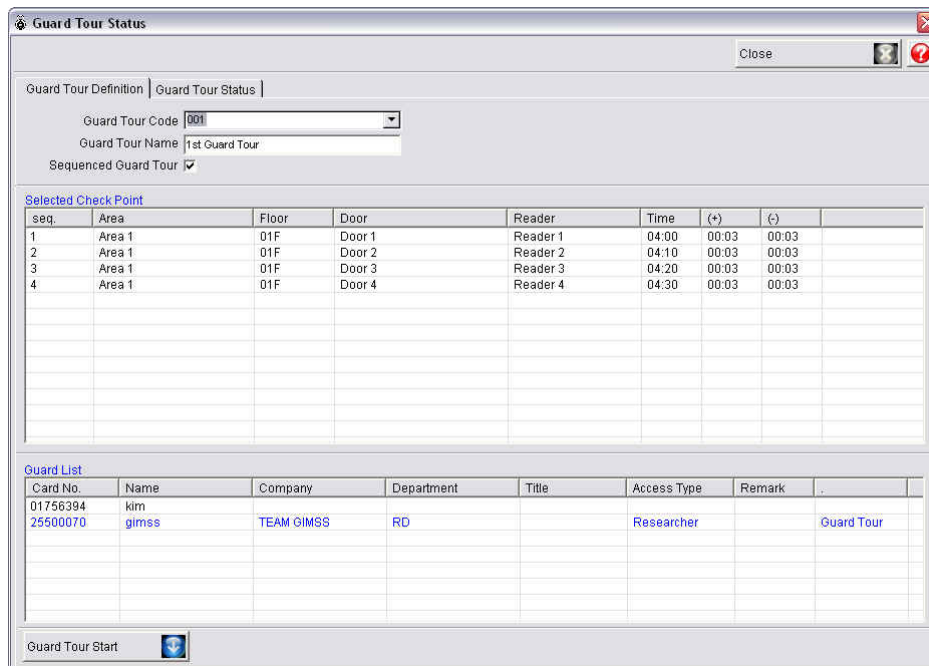
seq.	Area	Floor	Door	Reader	Time	(+)	(-)
1	Area 1	01F	Door 1	Reader 1	04:00	00:03	00:03
2	Area 1	01F	Door 2	Reader 2	04:10	00:03	00:03
3	Area 1	01F	Door 3	Reader 3	04:20	00:03	00:03
4	Area 1	01F	Door 4	Reader 4	04:30	00:03	00:03

10) Save data clicking 'Save' button.

■ Guard Tour Status

Use at real guard tour. Can start a guard tour and can see a guard tour list.

1) Access Control -> Guard Tour -> Guard Tour Status

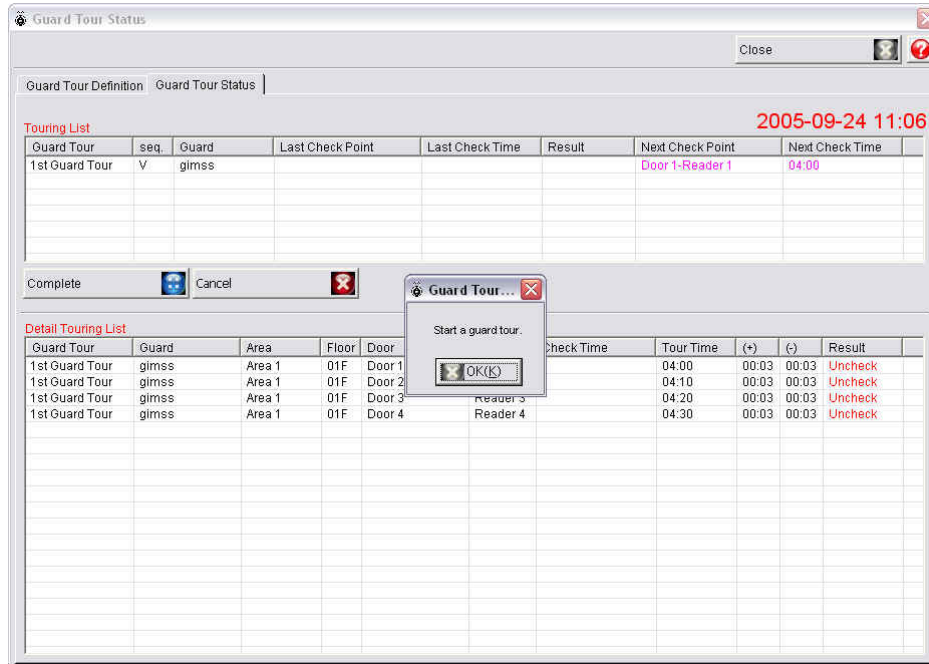


The 'Guard Tour Status' window shows the status of a guard tour. It includes fields for 'Guard Tour Code' (001), 'Guard Tour Name' (1st Guard Tour), and a checked 'Sequenced Guard Tour' option. The 'Selected Check Point' table is identical to the one in the 'Guard Tour Definition' window. Below it, the 'Guard List' table shows the following data:

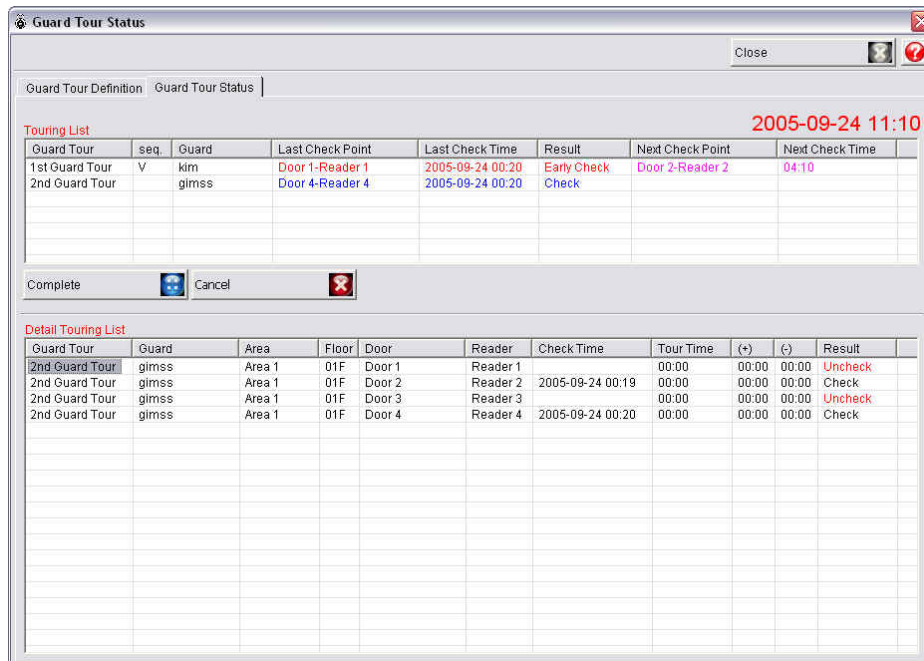
Card No.	Name	Company	Department	Title	Access Type	Remark
01756394	kim					
25500070	gimss	TEAM GIMSS	RD		Researcher	Guard Tour

At the bottom, there is a 'Guard Tour Start' button.

- 2) Select 'Guard Tour Code' that you wish to guard tour.
- 3) Select 'Guard Tour Name'.
- 4) Start clicking 'start a guard tour'. Selected person as guard tour employee makes card read in the reader which is selected as area for guard tour.



- 5) If Guard Tour Employee patrols, Touring List and Detail Touring List will show on the screen.



- 6) If you cancel guard tour, you must select 'Guard Tour' wished to cancel in Detail Touring Cancel 'Guard Tour' clicking 'Cancel' button. Canceled Detail Touring List was not recorded. List.
- 7) If guard tour is completed, you must select guard tour that is wished to complete in Detail Touring List. Complete guard tour clicking 'Close' button. Completed detail touring list can be confirmed in Guard Tour Report.

※ Caution : If registered card for guard tour employee don't try 'start a guard tour',

it will be used as Employee Card. Only try to 'start a guard tour', it is recognized as guard tour.

Transaction										
EVENT STATUS										
Date	Time	Area	Floor	Door	Reader	Name	Company	Department	Status	Card No.
2005-09-24	00:20:09	Area 1	01F	Door 1	Reader 1	kim			Guard Tour	01756394
2005-09-24	00:20:05	Area 1	01F	Door 4	Reader 4	kim			Guard Tour	01756394
2005-09-24	00:20:04	Area 1	01F	Door 2	Reader 2	kim			Guard Tour	01756394
2005-09-24	00:20:00	Area 1	01F	Door 4	Reader 4	gimss	TEAM GL	RD	Guard Tour	25500070
2005-09-24	00:19:59	Area 1	01F	Door 2	Reader 2	gimss	TEAM GL	RD	Guard Tour	25500070
2005-09-24	00:19:04	Area 1	01F	Door 2	Reader 2	gimss	TEAM GL	RD	Access Granted	25500070
2005-09-24	00:19:03	Area 1	01F	Door 2	Reader 2	gimss	TEAM GL	RD	Access Granted	25500070
2005-09-24	00:15:49	Area 1	01F	Door 1	Reader 1	gimss	TEAM GL	RD	Guard Tour	25500070
2005-09-24	00:15:42	Area 1	01F	Door 4	Reader 4	gimss	TEAM GL	RD	Guard Tour	25500070
2005-09-24	00:15:29	Area 1	01F	Door 2	Reader 2	gimss	TEAM GL	RD	Guard Tour	25500070

■ Guard Tour Report

Find about completed guard tour report

- 1) Select Report -> Guard Tour Report.
- 2) Select 'Find Condition'. That is Date(From), Date(To), Guard Tour Code and Guard Tour Name etc.
- 3) Print 'Guard Touring Report' clicking 'Print' button.

Guard Tour Report

Find Condition

Date(From)2005-09-24Guard Tour CodeGuard Tour NameNameCard No.

PrintExportClose

Print...100%1/1BackForwardExport to ExcelExport to HTMLExport to PDF

AccessGuard Tour Report

Date	Guard Tour Code	Guard Tour Name	Sequence	Card No.	Guard Name	
2005-09-24	001	1st Guard Tour	V	01756394	kim	
No.	Area	Floor	Check Point	Check Time	Tour Time	Result
1	Area 1	01F	Door 1-Reader 1	04:00	2005-09-24 00:20:09	Early Check
2	Area 1	01F	Door 2-Reader 2	04:10	2005-09-24 00:20:04	Early Check
3	Area 1	01F	Door 3-Reader 3	04:20		Uncheck
4	Area 1	01F	Door 4-Reader 4	04:30	2005-09-24 00:20:05	Early Check
Total Time				00:00		

STARWATCH DUAL PRO II

Additional Function

Functions added to STARWATCH DUAL PRO II

Applied only to STARWATCH DUAL PRO II v2.01.00 or over.

Added functions

Time & Attendance Management

- **Able to set over time about over time work (Over Time Definition)**
 - It can calculate differently over time for each group about over time work.
- **Able to calculate work time except break time (Break Time Definition)**
 - It can calculate work time except for break time.
- **Able to select paper size for Individual / Daily Attendance Report**
 - It is added letter size paper on existing A4 size paper.
- **Weekly Attendance Report**
 - It can calculate differently over time for each group about real overtime work.
- **Abnormal Attendance Report**
 - It can display abnormal attendance which don't "Work In" and "Work Out" between time & attendance records.

A. Detailed description of functions added

Time and Attendance Management

- Able to set over time about overtime work (Over Time Definition)
- Able to calculate work time except break time
- Able to select paper size for Individual / Daily Attendance Report
- Weekly attendance Report
- Abnormal Attendance Report

○ Able to set over time about overtime work (Over Time Definition)

Calculate again overtime work applying over time for each group about real overtime work. When it isn't set to apply over time about overtime work, over time work is saved by default.

- Over Time Definition

To apply over time about over time work, it should be set over time definition making over time by a day of the week.

■ Over Time Definition

Choose “**Over Time Definition**” of **Time & Attendance (T)** menu. And then set over time by a day of the week about over time work.

The screenshot shows a software window titled "Over Time Definition". It has a menu bar with "Find", "Add", "Modify", "Delete", and "Close". Below the menu bar is a "Find Condition" section with a search icon, a dropdown for "Over Time Definition Code", and a text field for "Over Time Definition Name". The main area contains a table titled "Over Time Definition" with the following data:

Over Time Definition Code	Over Time Definition	Day Name	Over Time Value
001	OverTime	SUN	2
001	OverTime	MON	1.5
001	OverTime	TUE	1.5
001	OverTime	WED	1.5
001	OverTime	THU	1.5
001	OverTime	FRI	1.5
001	OverTime	SAT	2
001	OverTime	HOLIDAY	2

■ Add

When it needs to new over time about over time work, set over time pressing “Add” button.

Over Time Definition

Save Close

Over Time Definition Code 001
Over Time Definition Name OverTime

Over Time Value Of Application
Over Time Value Of Application 1.0
Batch Apply Initialize

SUN
Over Time Value Of Application 2

MON
Over Time Value Of Application 1.5

TUE
Over Time Value Of Application 1.5

WED
Over Time Value Of Application 1.5

THU
Over Time Value Of Application 1.5

FRI
Over Time Value Of Application 1.5

SAT
Over Time Value Of Application 2

공휴일
Over Time Value Of Application 2

■ Find

In case of having information about over time work which has been already set, when it searches data which are in accord with condition inputting "Find Condition". Use "Find" button if you wish to change existing data.

Over Time Definition

Find Add Modify Delete Close

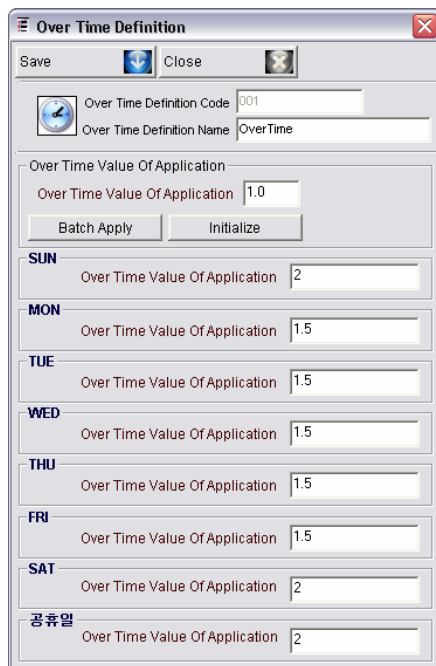
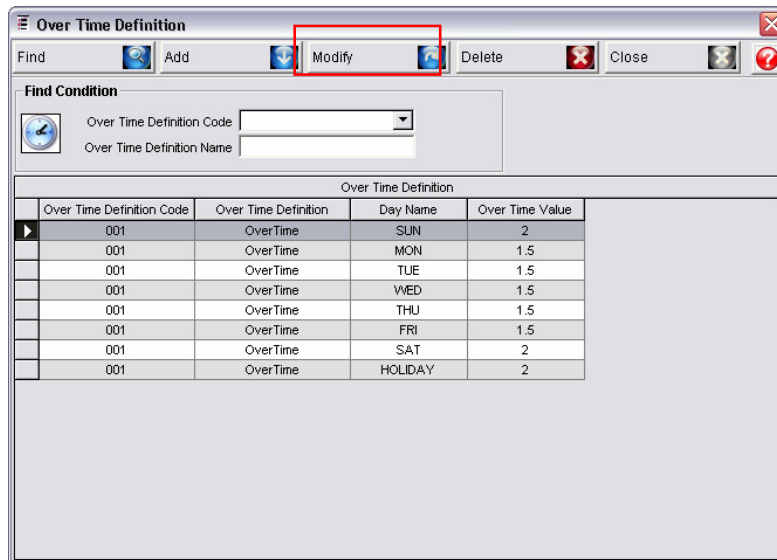
Find Condition
Over Time Definition Code
Over Time Definition Name

Over Time Definition			
Over Time Definition Code	Over Time Definition	Day Name	Over Time Value
001	OverTime	SUN	2
001	OverTime	MON	1.5
001	OverTime	TUE	1.5
001	OverTime	WED	1.5
001	OverTime	THU	1.5
001	OverTime	FRI	1.5
001	OverTime	SAT	2
001	OverTime	HOLIDAY	2

- 1) Choose suitable "Over Time Definition Code" and "Day Name" on condition.
- 2) Search list clicking "Find" button. When searched list exists, it displays.

■ Modify

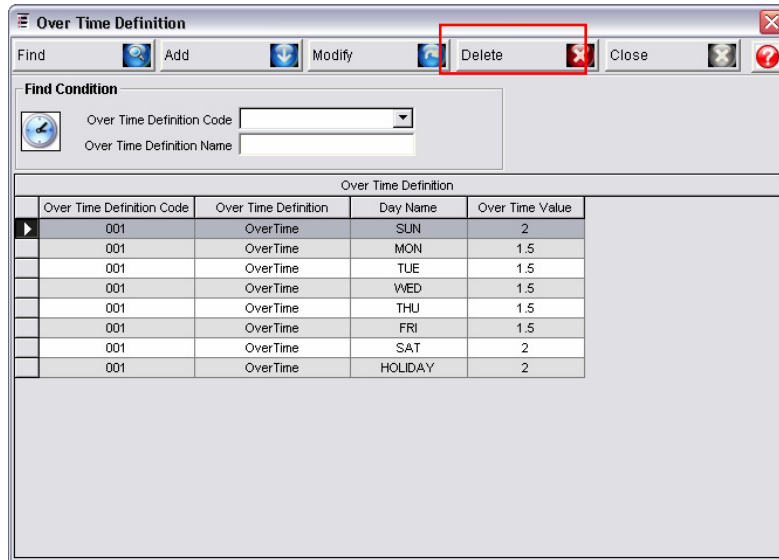
When data to change exist on over time definition which has been already set, you should modify choosing it. Selected data displays activated status as shown below.



- 1) Click "Modify" button.
- 2) After changing over time by a day of the week, press "Save" button.

■ Delete

When you wish to delete “Over Time Definition” which has been already set, choose it and press “Delete” button.



■ Card Holder Definition

If you wish to apply over time which has been already set on Time & Attendance, you should choose “Over Time Definition Code” from “**Card Holder Definition**” of “**Time & Attendance (T)**” menu. If not, it will be calculated by one over time.

○ Break Time Definition

When you apply break time, “Individual/Daily Attendance Report” makes work time except for break time automatically.

- Choose “**Break Time Definition**” of “**Time & Attendance (T)**” menu.

- Break Time Definition

- 1) Enter “Start Time” and “End Time”.
- 2) Check on right of “Use Break Time” to apply break time.
- 3) When “Start Time” and “End Time” of “Break Time” pass to the next day, choose on right of “Next Day End Time”.
- 4) When you run “Daily Data Management” of “Time & Attendance (T)”, it is automatically applied.

○ Individual / Daily Attendance Report

It is possible to selective print adding “Letter size” to “A4 size paper” offered on “Individual / Daily Attendance Report”. (Applied function on all “Time & Attendance” reports related)

Individual/Daily Attendance Report

Find Parameters

Select Report Type
☐ Individual Attendance Report
☒ Daily Attendance Report

From: 2006-01-08
 To: 2006-01-10
 Paper Size: Letter (highlighted with red box)
 View: A4, Letter

Company: [Dropdown]
 Department: [Dropdown]
 Employee No.: [Text]
 Name: [Text]
 Work Type: [Dropdown]

Preview [Icon]
 Close [Icon]

Print... [Icon] [Icon] [Icon] [Icon] [Icon] 100% [Icon] 1/1 [Back] [Forward] Export to Excel Export to HTML Export to PDF

Attendance Daily Report

Employee No.	Name	Department	Arrival Time	Departure Time	Late Time	Leave early	Overtime	Extra Time	Work
Date 2006-01-08 (Sun)									
12340000	AAA	Department	2006-01-08 05:10:00	2006-01-09 03:50:15	0	0	0	2720	
12340001	BBB	Department	2006-01-08 05:47:50	2006-01-09 04:55:50	0	0	0	2776	
12340002	CCC	Department	2006-01-08 05:55:00	2006-01-09 04:55:00	0	0	0	2760	
12340003	DDD	Department	2006-01-08 05:10:15	2006-01-08 23:48:15	0	0	0	2236	
Date 2006-01-09 (Mon)									
12340000	AAA	Department	2006-01-09 05:10:00	2006-01-09 23:50:15	0	0	435	0	
12340001	BBB	Department	2006-01-09 05:47:50	2006-01-09 23:47:50	0	0	430	0	
12340002	CCC	Department	2006-01-09 05:55:00	2006-01-09 23:55:00	0	0	442	0	
12340003	DDD	Department	2006-01-09 19:56:00	2006-01-09 -----	656	0	0	0	
12340005	FFF	Department	2006-01-09 19:50:00	2006-01-09 -----	650	0	0	0	
Date 2006-01-10 (Tue)									
12340000	AAA	Department	2006-01-11 01:10:00	2006-01-11 03:50:15	970	0	795	0	

○ Weekly Attendance Report

Support “Weekly/Monthly/Annual Attendance Report” from start day for search.

Weekly/Monthly/Annual Attendance Report

Find Parameters

Select Report Type

- ☒ Weekly Attendance Report
- ☐ Monthly Attendance Report
- ☐ Annual Attendance Report

From: 2006-01-08 To: 5 Weeks Paper Size: [Dropdown]

Company: [Dropdown] Department: [Dropdown] Employee No.: [Text] Name: [Text]

Preview Close

Print... [Icons] 100% 1/1 Back Forward Export to Excel Export to HTML Export to PDF

Attendance Weekly Attendance Report

Employee No.	Name	Department	Total Times					Total Count				
			Work	Late	Early	Over	Extra	Work Days(Total)	Work Days	Absence	Late	Early
Date 2006-01-08(Sun) ~ 2006-01-14(Sat)												
12340003	DDD	Department	10074	1626	0	3168	4952	6	7	0	2	0
12340002	CCC	Department	12700	955	0	4010	5520	6	7	0	1	0
12340005	FFF	Department	-650	650	0	0	0	6	1	0	1	0
12340000	AAA	Department	12300	970	0	3615	5440	6	7	0	1	0
12340001	BBB	Department	12740	955	0	3998	5552	6	7	0	1	0
Date 2006-01-15(Sun) ~ 2006-01-21(Sat)												
12340003	DDD	Department	13488	0	0	3960	5432	6	7	0	0	0
12340002	CCC	Department	13955	0	0	4460	5520	6	7	0	0	0
12340000	AAA	Department	13510	0	0	3975	5440	6	7	0	0	0

■ Week/Monthly/Annual Attendance Report

Choose **“Weekly/Monthly/Annual Attendance Report”** from **“Report”** of **“Time & Attendance”** menu.

■ Search / Print

- 1) Choose **“Weekly Attendance Report”** from **“Select Report Type”**.
- 2) Enter start and end date for search to **“From”** and **“To”**.
- 3) After choosing **“Paper Size”**, confirm pressing **“Preview”** button.
- 4) Print pressing **“Print”** button from the top left.

○ Weekly Attendance Report

It can search and print about abnormal attendance which don't **“Work In”** and **“Work Out”** between time & attendance records.

ID/Daily Abnormal Attendance Report

Find Condition

Select Attendance Report

☒ Individual Attendance Report
☐ Daily Attendance Report

From: 2006-01-05
 To: 2006-02-05
 Paper Size: A4

Company: _____
 Department: _____
 Employee No.: _____
 Name: _____
 Work Type: _____

Preview
 Close

Print... [Icons] 100% 1/2 Back Forward Export to Excel Export to HTML Export to PDF

Attendance Individual Abnormal Attendance Report

Date	Work In	Work Out	Late Time	Early Leave	Over Time	Extra Time	Work Type	Note
Entry Date: 2006-01-05 - 2006-02-05			Company: company		Work Schedule: 데스드크루시간			
Employee No.: 12340003			Department: Department		Work Holiday: 2006년 공휴일			
Name: DDD			Title: title					
2006-01-09 (Mon)	2006-01-09 19:56:00	2006-01-09 -----	656	0	0	0	자퇴	
			656	0	0	0		

ID/Daily Abnormal Attendance Report

Find Condition

Select Attendance Report

☒ Individual Attendance Report
☐ Daily Attendance Report

From: 2006-01-05
 To: 2006-02-05
 Paper Size: A4

Company: _____
 Department: _____
 Employee No.: _____
 Name: _____
 Work Type: _____

Preview
 Close

Print... [Icons] 100% 1/2 Back Forward Export to Excel Export to HTML Export to PDF

Attendance Individual Abnormal Attendance Report

Date	Work In	Work Out	Late Time	Early Leave	Over Time	Extra Time	Work Type	Note
Entry Date: 2006-01-05 - 2006-02-05			Company: company		Work Schedule: 데스드크루시간			
Employee No.: 12340003			Department: Department		Work Holiday: 2006년 공휴일			
Name: DDD			Title: title					
2006-01-09 (Mon)	2006-01-09 19:56:00	2006-01-09 -----	656	0	0	0	자퇴	
			656	0	0	0		

■ ID/Daily Abnormal Attendance Report

Choose “ID/Daily Abnormal Attendance Report” from “Report” of “Time & Attendance” menu.

■ Search / Print

- 1) Choose "ID/Daily Abnormal Attendance Report" of "Select Attendance Report".
- 2) Enter "From", "To", "Paper Size", "Company", "Department", "Employee No.", "Name" and "Work Type".
- 3) After choosing "Paper Size", confirm pressing "Preview" button.
- 4) Print pressing "Print" button from the top left.